

Public Document Pack

Gareth Owens LL.B Barrister/Bargyfreithiwr
Chief Officer (Governance)
Prif Swyddog (Llywodraethu)



To: Cllr Aaron Shotton (Leader)

CS/NG

Councillors: Bernie Attridge, Chris Bithell,
Helen Brown, Derek Butler, Christine Jones,
Kevin Jones and Billy Mullin

10 June 2015

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Dear Sir / Madam

A meeting of the **CABINET** will be held in the **CLWYD COMMITTEE ROOM,**
COUNTY HALL, MOLD CH7 6NA on **TUESDAY, 16TH JUNE, 2015** at **9.30 AM** to
consider the following items.

Yours faithfully

Democracy & Governance Manager

AGENDA

- 1 **APOLOGIES**
- 2 **DECLARATIONS OF INTEREST**
- 3 **MINUTES** (Pages 7 - 16)
To confirm as a correct record the minutes of the last meeting.

TO CONSIDER THE FOLLOWING REPORTS

STRATEGIC REPORTS

4 **MEDIUM TERM FINANCIAL STRATEGY** (Pages 17 - 34)

Report of Chief Executive, Corporate Finance Manager - Leader of the Council and Cabinet Member for Finance

5 **YEAR END IMPROVEMENT PLAN MONITORING REPORT (2014/15)**.
(Pages 35 - 46)

Report of Chief Executive - Cabinet Member for Corporate Management

6 **YEAR END CHIEF OFFICER PERFORMANCE REPORTS 2014/15** (Pages 47 - 60)

Report of Chief Executive - Leader of the Council and Cabinet Member for Finance

7 **LOCAL SERVICE BOARD & STRATEGIC PARTNERSHIPS PERFORMANCE - END OF YEAR 2014/15** (Pages 61 - 80)

Report of Chief Executive - Cabinet Member for Corporate Management

8 **ANNUAL COUNCIL REPORTING FRAMEWORK (ACRF)** (Pages 81 - 130)

Report of Chief Officer (Social Services) - Cabinet Member for Social Services

9 **SCHOOL MODERNISATION** (Pages 131 - 142)

Report of Chief Officer (Education and Youth) - Cabinet Member for Education

10 **EDUCATION INFORMATION TECHNOLOGY REVIEW** (Pages 143 - 152)

Report of Chief Officer (Governance) - Cabinet Member for Corporate Management

OPERATIONAL REPORTS

11 **REVENUE BUDGET MONITORING 2014/15 (MONTH 12)** (Pages 153 - 186)

Report of Corporate Finance Manager - Leader of the Council and Cabinet Member for Finance

12 **BUSINESS RATES - RETAIL RELIEF 2015 - 16** (Pages 187 - 190)

Report of Chief Officer (Community and Enterprise) - Cabinet Member for Corporate Management

13 **COMMUNITY ASSET TRANSFERS AND CAPITAL SUPPORT FUNDING**
(Pages 191 - 198)

Report of Chief Officer (Organisational Change) - Deputy Leader of the Council and Cabinet Member for Environment

14 **USE OF COMMUTED SUMS** (Pages 199 - 224)

Report of Chief Officer (Community and Enterprise), Chief Officer (Planning and Environment) - Cabinet Member for Housing

15 **COMMUNAL HEATING CHARGES** (Pages 225 - 228)

Report of Chief Officer (Community and Enterprise) - Cabinet Member for Housing

16 **SPEED LIMIT REVIEW - PROGRESS REPORT** (Pages 229 - 234)

Report of Chief Officer (Streetscene and Transportation) - Deputy Leader of the Council and Cabinet Member for Environment

17 **PROPOSED SOLAR FARMS AT FORMER LANDFILL SITES** (Pages 235 - 240)

Report of Chief Officer (Streetscene and Transportation) - Cabinet Member for Waste Strategy, Public Protection and Leisure

18 **HIGHWAYS ASSET MANAGEMENT PLANNING (HAMP) AND LOCAL SUBSIDENCE SCHEMES** (Pages 241 - 284)

Report of Chief Officer (Streetscene and Transportation) - Deputy Leader of the Council and Cabinet Member for Environment

19 **DEVELOPER GUIDANCE NOTE: APPLICATIONS FOR SPECULATIVE HOUSING DEVELOPMENT** (Pages 285 - 292)

Report of Chief Officer (Planning and Environment) - Deputy Leader of the Council and Cabinet Member for Environment

20 **REQUEST FOR DELEGATED AUTHORITY UNDER PART 1 OF THE HOUSING (WALES) ACT 2014** (Pages 293 - 296)

Report of Chief Officer (Planning and Environment) - Cabinet Member for Waste Strategy, Public Protection and Leisure

21 **GWAENYSGOR CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN** (Pages 297 - 334)

Report of Chief Officer (Planning and Environment) - Deputy Leader of the Council and Cabinet Member for Environment

22 **RESPONSE FROM THE ORGANISATIONAL CHANGE CALL IN MEETING ON THE MEDIUM TERM PLAN FOR LIBRARIES** (Pages 335 - 338)

Report of Member Engagement Manager - Cabinet Member for Education

23 **EXERCISE OF DELEGATED POWERS** (Pages 339 - 342)

Report of the Chief Executive enclosed.

FORWARD WORK PROGRAMME - COUNTY COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY - FOR INFORMATION

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - TO
CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC**

The following item is considered to be exempt by virtue of Paragraph(s) 15 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

The public interest in maintaining the exemption outweighs the public interest in disclosing the information.

24 **SINGLE STATUS** (Pages 373 - 378)

Report of Chief Executive - Cabinet Member for Corporate Management

The following item is considered to be exempt by virtue of Paragraph(s) 15 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

It is not good employment practice or in the public interest for matters the subject of consultation with employees effected and other unions to be discussed in public at this stage of the consultation process

25 **RESTRUCTURE OF INFORMATION AND COMMUNICATION
TECHNOLOGY** (Pages 379 - 388)

Report of Chief Officer (Governance) - Cabinet Member for Corporate Management

CABINET **19 MAY 2015**

Minutes of the meeting of the Cabinet of Flintshire County Council held at County Hall, Mold on Tuesday, 19 May 2015

PRESENT: Councillor Bernie Attridge (Deputy Leader in the Chair)

Councillors: Chris Bithell, Helen Brown, Derek Butler, Christine Jones and Kevin Jones

APOLOGIES:

Councillors: Billy Mullin and Aaron Shotton

IN ATTENDANCE:

Chief Executive, Chief Officer (Community and Enterprise), Chief Officer (Governance), Chief Officer (Organisational Change), Chief Officer (Organisational Change), Chief Officer (Social Services) Chief Officer (Streetscene and Transportation), Corporate Finance Manager and Team Manager – Committee Services

ALSO PRESENT:

Councillors: Clive Carver and Glenys Diskin

The Deputy Leader and Cabinet Member for Environment advised that, following recent consideration of two items at Overview and Scrutiny Committee meetings, he had accepted them for consideration at the meeting today as urgent items. They were (1) Melrose Consultation and (2) Response from Environment Overview and Scrutiny Committee to a Call In.

1. DECLARATIONS OF INTEREST

Councillor Helen Brown declared a personal and prejudicial interest in agenda item number 4, Medium Term Plan for Libraries – Proposal to Develop a New Hub Library at Deeside Leisure Centre and Re-locate Hawarden, Mancot and Queensferry Libraries.

2. MINUTES

The minutes of the meeting held on 21 April 2015 had been circulated with the agenda.

RESOLVED:

That the minutes be approved as a correct record.

3. **MEDIUM TERM PLAN FOR LIBRARIES – PROPOSAL TO DEVELOP A NEW HUB LIBRARY AT DEESIDE LEISURE CENTRE AND RE-LOCATE HAWARDEN, MANCOT AND QUEENSFERRY LIBRARIES**

The Cabinet Member for Education explained that a report had been considered at Cabinet in March 2015 which outlined a medium term plan for libraries. Following that report, a consultation exercise had been carried out and views of the Lifelong Learning Overview and Scrutiny Committee had been sought. A copy of the draft minute of that meeting was appended to the report.

A summary of the discussion and recommendations from the Lifelong Learning Overview and Scrutiny Committee was also appended to the report and focussed on the following four main areas:

- The location of Deeside Leisure Centre and whether this should be the preferred location;
- The robustness of the consultation exercise;
- The clarity of the options over community asset transfer; and
- Detailed work such as design of the library and the resources that would be available.

It had been claimed that the Council had not fully consulted; the Cabinet Member explained that the Council followed best practice on consultation and always avoided pre-determination. A full consultation exercise had taken place with users, community representatives, young people and the equality assurance group which provided the results detailed in the report. Additional correspondence had been received, such as petitions.

Ultimately it was the consultation, the future vision for the library services, and the budgetary constraints that were informing the development of a final set of options that were for consideration.

On Community Asset Transfer (CAT), the Council would consider for a locally run bookstock and IT provision either in the existing library buildings or other locations identified by the community as having the potential for CAT. The community of Mancot had expressed a strong preference for this.

After the original proposal had been re-assessed, consultation had been completed, the discussion at Lifelong Learning Overview and Scrutiny Committee and the final options appraisal, it was proposed to proceed with the development of a library at Deeside Leisure Centre and to re-locate services from Hawarden, Mancot and Queensferry. Specific work would then be undertaken with the three communities to:

1. Address the concerns raised about the Deeside location
2. Plan community library services for each of these areas
3. Identify if a CAT was feasible and could be supported
4. Work with communities to finalise the design and resources available for the new library at Deeside Leisure Centre

The Chief Executive added that a balance needed to be achieved between an affordable model and the national Public Library Standard which was for access to a library within 2.5 miles. If the second phase of library reviews was then approved, the Council would have a sustainable model. Welsh Government (WG) would need to be aware that the Council could not then revisit the model and carry out a third review to still balance affordability and meeting the Standards.

The Member Engagement Manager said Councillor Clive Carver had suggested an amendment to the Lifelong Learning Overview and Scrutiny Committee minutes on his comments to read "Councillor Carver stated that although against the overall re-location of Hawarden library he would not be opposed to the provision of a mobile library service but that it would be difficult to find a suitable site from where the service could be provided from" which was accepted.

The Cabinet Member for Economic Development said this was a hard decision for the Cabinet, however, widespread consultation had taken place to provide them with the information required to make the decision. He felt this was the best outcome for the three communities.

RESOLVED:

- (a) That the results of the consultation, the views of the Lifelong Learning Overview and Scrutiny Committee and the final options appraisal be received;
- (b) That the development of a library at Deeside Leisure Centre, re-locating services from Hawarden, Mancot and Queensferry, be approved; and
- (c) That it be agreed for the Council to work with the three communities specifically to:
 - Address concerns raised about the Deeside location
 - Plan community library services for each of these areas
 - Identify if a CAT is feasible and can be supported
 - Finalise the design and resources available at the new library at Deeside Leisure Centre

Note Councillor Helen Brown left the room for this item

4. THE COUNCIL'S BUS SUBSIDY, REVIEW OF THE DEMAND RESPONSIVE TRAVEL ARRANGEMENTS AND THE INTRODUCTION OF AN INTEGRATED TRANSPORTATION UNIT

The Deputy Leader of the Council and Cabinet Member for Environment provided details of the review of the County's subsidised bus service to enable discussions with local communities to deliver local community based transport arrangements.

Approval was sought for the removal of the Council's subsidy for the bookable Demand Responsive Travel (DRT) service, known locally as the Deeside Shuttle, and to develop options for the introduction of a non-subsidised commercial bus service to replace it. Approval was also sought for the introduction of an Integrated Transport Unit within the Streetscene and Transportation portfolio.

The Council subsidised thirty bus routes through either standalone contracts or agreements with public transport operators to provide subsidies for services that would not be commercially viable. A summary of all of the subsidised services and other types of bus services was appended to the report.

A number of bus services in Flintshire were profitable and were operated on a commercial basis by private bus companies. Those services provided strategic links between key towns and settlements and were well used and unlikely to change in the future.

The Council intended to engage with commercial operators to further encourage growth on those core routes which in turn would benefit service users and provide increased travel choices. Those routes would predominantly operate on a commercial basis, however some support may be provided to ensure a regular and high quality service linked the key end destinations with various collections points along the route.

Once the core routes had been identified the Council would engage with the community to develop links with community transport arrangements and the local hub, which would include bus and railway stations, large shopping centres or simply well maintained shelters.

The current level of subsidy for the Deeside Shuttle Service was high and not sustainable in the long term. Passenger journeys had increased significantly over the last three years to 78,000+ which meant the service could be formalised into a scheduled service operating commercially. The first stage of the subsidised service review would see the withdrawal of the Shuttle Booking Service, formalising the times of the buses and changing the Deeside Shuttle to a fixed scheduled bus service. Engagement would take place with commercial bus operators with a view to introducing and developing new commercial bus services into the Deeside Industrial Park before the cessation of the current demand responsive service.

Following a diagnostic review carried out by Northgate Public Services consultants, the Council had identified the benefits from the creation of an Integrated Transport Unit (ITU) that brought together all fleet and transport provision into one centre of excellence.

The ITU would be established as a “one-stop shop” and deliver all of the Council’s transport needs including reviewing policy and service delivery standards at regular intervals. In order to deliver the savings, it was proposed that a suitably experienced business partner be engaged on a risk and reward basis to assist staff from the new service.

Subject to Cabinet approval, it was proposed that the responsive element of the Deeside Shuttle Service would cease on 31 August 2015. An all Member Workshop would assist in identifying the core routes across the County and the required frequency and standard of service each route should provide. This would allow the Bus Subsidy policy to be reviewed and presented to Overview and Scrutiny for comment before Cabinet approval in July 2015.

RESOLVED:

- (a) That the proposed review of the Subsidised Bus Service be approved and the proposed development of community transport services be supported;
- (b) That proposals for the Deeside Shuttle Service be approved;
- (c) That the realignment of all operational service delivery areas be supported in order to establish the Integrated Transport Unit (ITU) within the Streetscene and Transportation portfolio; and
- (d) That the engagement of a suitably qualified business partner on a gain share basis be approved to assist with the assessment and delivery of the financial benefit that will be derived from the new ITU.

5. CHILDREN'S EQUIPPED PLAY AREAS MATCH FUNDING SCHEME

The Cabinet Member for Waste Strategy, Public Protection and Leisure provided details of the approach to the Children's Equipped Play Areas Match Funding Scheme for this year and from 2016/17 onwards.

Since 2010 the Council, in partnership with local Town and Community Councils, had successfully delivered a match funding programme to upgrade children's playgrounds.

Initially in 2015/16, Fixed Play Match Funding of £105k would be made available on the same basis as previous years, details of which were outlined in the report. Proposals would be required from Town and Community Councils by Friday 10 July with any unallocated funds then being available to support organisations who were taking on Community Asset Transfers (CATs).

Where a CAT of a play area was agreed the Council proposed to make a 'one off' payment of up to £5,000 per play area transferred with a maximum of £10,000 per community per year. From 2016/17 onwards any unallocated funds from 'Play Area Community Grant Scheme' would then be made available on a match funding basis for the enhancement of children's fixed play areas as outlined in the report.

RESOLVED:

- (a) That the Play Area Match Funding scheme in 2015/16, as outlined in the report, be agreed, with any balance to be allocated to play areas subject to Community Asset Transfer; and
- (b) That from 2016/17 the Play Area Community Grant Scheme be established with its primary focus on supporting play areas that are transferred to, or managed by, communities.

6. WELSH GOVERNMENT CONSULTATION ON COUNCIL TAX PREMIUMS FOR SECOND HOMES AND LONG TERM EMPTY PROPERTY

The Chief Officer (Community and Enterprise) provided information on Welsh Government (WG) consultations which sought views on the policy of giving Local Authorities discretionary powers regarding a council tax premium that they could apply to second homes and long term empty homes.

The consultation paper sought views on the circumstances in which some long term empty or second homes might be exempt from the premium for time limited periods or indefinitely in some cases. For long term empty homes, the ability to charge a premium rate of council tax could therefore apply in circumstances where a property was unoccupied after time limits, as indicated in the report.

On second homes, local authorities already had discretion to vary council tax discounts or not to apply a discount. The current policy of this Council was not to award a discount on second homes. Local authorities would however also have new local powers to charge a council tax premium on second homes though WG also proposed a number of exemptions, some of which were time limited, for owners of second homes so they were not immediately affected by the council tax premium.

The deadline for comments on the consultation document was 13 June and the report was scheduled to be reported to Community and Enterprise Overview and Scrutiny Committee on 20 May. It was agreed that as there was insufficient time to report back any comments from Overview and Scrutiny Committee to the next meeting of Cabinet on 16 June, as this was after the deadline, delegated authority would be given to the Chief Officer (Community and Enterprise), in consultation with the Deputy Leader and Cabinet Member for Corporate Management, to amend the consultation response in light of any comments from the Overview and Scrutiny Committee meeting.

In response to questions from the Cabinet Member for Education, the Chief Officer (Community and Enterprise) explained that checks were carried out on occupancy of mobile homes. On empty homes, work had been robust on reducing the number of them significantly and time limits for properties being refurbished were in place. On homes to let, checks were carried out to ensure that properties were being marketed at a realistic rate and the Council had the flexibility to impose additional charges if appropriate.

RESOLVED:

- (a) That the proposals to exempt certain properties from the Council Tax premium for periods as laid out in the consultation be supported; and
- (b) That delegated authority be given to the Chief Officer (Community and Enterprise) in consultation with the Deputy Leader and Cabinet Member for Corporate Management, to amend the consultation response in light of comments from the Community and Enterprise Overview and Scrutiny Committee.

7. MELROSE CONSULTATION

The Cabinet Member for Social Services provided an overview of the outcome of the consultation in order for Cabinet to make a final decision on the future provision of day care services previously provided at the Melrose Centre.

The agreed budget for the Council for 2015/16 included the need to rationalise day care for older people reducing to a smaller number of sites and to target specialist provision.

Day services for older people were currently provided five days a week in four main centres: The Melrose Centre, Marleyfield House Day Centre, Croes Atti Day Centre and The Old Brewery. Over the past 12 months occupancy levels for in house day care had dropped and given that the Melrose Centre supported mostly generic day care and that the building was in need of significant capital funding, it was timely to review service provision including the location.

Formal consultation began with two consultation events on 3 and 4 February, both of which were well attended. In addition to the group consultations, face to face consultations also took place and a number of letters and emails had been received from service users and families. The four options considered were outlined in the report.

The strong conclusion from the consultation was that Option 2 was the only feasible option to take forward. Although Option 1 was clearly popular, it was not possible to take that forward due to capital and revenue funding constraints.

The Chief Officer (Social Services) expressed his thanks to the staff and residents at The Melrose Centre over the last 25 years adding that the new model provision would provide a new direction for an excellent service. The proposals had been considered in depth at the recent Social and Health Overview and Scrutiny Committee where Option 2 was fully supported.

RESOLVED:

- (a) That the recommended Option 2, the transfer of the service to a new organisation, for the future provision of day care services previously provided by The Melrose Centre, be approved; and
- (b) That it be approved that where it is the people's choice, that Option 3, the transfer of day care to another Local Authority day centre, be made available to day care service users.

8. FLINTSHIRE PARKING STRATEGIES

The Deputy Leader and Cabinet Member for Environment reported the result of the call in of decision 3157 on Flintshire Parking Strategies.

The call in was heard by the Environment Overview and Scrutiny Committee on 14 May with the Committee being satisfied with the explanation it had received, which included the Cabinet Member stating that if the Flintshire Parking Strategy was found to be in need of revision before the anticipated 12 months review, he would not hesitate to do so.

RESOLVED:

That the decision of the Environment Overview and Scrutiny Committee be welcomed and that the Flintshire Parking Strategy be implemented.

9. EXERCISE OF DELEGATED POWERS

An information report on the action taken under delegated powers was submitted. The action were as set out below:-

Organisational Change

- **Welsh Government Free Swimming Initiative (FS)**

To approve the proposed reductions to the free swimming programme in Flintshire as a result of a reduction in Welsh Government Free Swimming Initiative funding

10. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 – TO CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That the press and public be excluded for the remainder of the meeting for the following item by virtue of exempt information under paragraph 14 of Part 4 of Schedule 12A of the Local Government Act 1972 (as amended).

11. FLINTSHIRE'S STRATEGIC HOUSING AND REGENERATION PROGRAMME (SHARP)

The Cabinet Member for Housing introduced the report which sought approval to appoint a development partner for the Council's Strategic Housing and Regeneration Programme (SHARP).

All Cabinet Members welcomed the report and congratulated all staff involved in the process. The Deputy Leader and Cabinet Member for Environment suggested that a letter of thanks be sent by himself and the Chief Executive which was agreed.

RESOLVED:

- (a) That authorisation for the Chief Officer (Community and Enterprise) in conjunction with the Cabinet Member for Housing be approved to enter into the contract for the SHARP with the preferred bidder, subject to the Chief Officer receiving from the preferred bidder satisfactory confirmation of tender commitments; and

- (b) That in the event the Chief Officer (Community and Enterprise) (in her opinion) has not received satisfactory confirmation of tender commitments from the preferred bidder, the Chief Officer in conjunction with the Cabinet Member for Housing be approved to enter into the contract for the SHARP with the reserve bidder, subject to the Chief Officer receiving from the reserve bidder satisfactory confirmation of tender commitments.

12. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were eight members of the public and one member of the press in attendance.

(The meeting commenced at 9.30am and ended at 10.50am)

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Chairman

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF EXECUTIVE AND CORPORATE FINANCE**
MANAGER

SUBJECT: **MEDIUM TERM FINANCIAL STRATEGY**

1.00 PURPOSE OF REPORT

1.01 To present part one of the latest revision of the Medium Term Financial Strategy which sets out the financial forecast for the Council for 2015-2018.

2.00 BACKGROUND

2.01 The Council maintains a financial strategy for the medium term. The purpose of the strategy is to forecast the resources the Council will have at its disposal and to guide planning on how best to use them. The medium term is set as a 3 year interval. The period for the revised strategy in financial years is 2015/16 to 2017/18. This will take the Council to the end of the first year of its new electoral cycle with the next local elections due in May 2017.

3.00 CONSIDERATIONS

3.01 In drawing a financial picture five principal factors have been taken into account:-

- National cost pressures
- Local cost pressures
- Inflation
- Workforce costs
- Income

3.02 Producing an accurate medium term forecast in a period of fiscal and economic uncertainty is extremely challenging. Whereas workforce costs can be predicted with some reliability, inflation is proving to be volatile in areas such as energy and fuel, and there is no certainty over future levels of the main revenue support government grant that underpins the Council's overall funding. In the period between the Parliamentary elections and the first full Chancellor's budget within the new government term, there is even greater uncertainty over public funding. Therefore, a number of assumptions have to be made in arriving at a forecast.

3.03 A summary of the financial picture for this three year picture is set out below (insert below the summary table from the introduction page of the MTFs). This forecast predicts a total funding 'gap' of £52.8M for the three year period. It should be noted that the period includes the current financial year for which the Council already has an adopted budget strategy. This first of three year strategies accounts for identifying £18.3M of the total 'gap'.

<u>Expenditure</u>	2015/16	2016/17	2017/18	Total
	£m	£m	£m	£m
National Pressures	0.9	0.4	0.3	1.6
Local Pressures	6.2	2.5	1.2	9.9
Inflation	4.1	4.1	4.3	12.5
Workforce Pressures	2.5	9.4	3.7	15.6
<u>Income</u>				
Reduction in Revenue	6.6	6.5	6.3	19.4
Support Grant (3.5%)				
Council Tax Increase (3%)	(2.0)	(2.1)	(2.1)	(6.2)
Projected Gap	18.3	20.8	13.7	52.8

3.04 To deal with the projected budget gap Chief Officers and Cabinet members have been reviewing options for 2016/17-2017/18 drawing on the developing business plans for each portfolio. This is in addition to work on options for corporate financing choices. It is these options, building on the strategies for organisational change and service reform already being implemented, which will form the second part of the Medium Term Financial Strategy on solutions to bridging the funding 'gap'. Full member engagement on the development of the second part of the strategy is being planned for the summer months.

4.00 RECOMMENDATIONS

4.01 To receive and adopt part one of the revised Medium Term Financial Strategy and the financial forecasts it makes.

5.00 FINANCIAL IMPLICATIONS

5.01 The Medium Term Financial Strategy is a significant document which forecasts the financial picture for the Council.

6.00 ANTI POVERTY IMPACT

6.01 No direct impacts.

7.00 ENVIRONMENTAL IMPACT

7.01 No direct impacts.

8.00 EQUALITIES IMPACT

8.01 No direct impacts.

9.00 PERSONNEL IMPLICATIONS

9.01 No direct impacts.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 The Medium Term Financial Strategy will underpin future consultations with elected members, the workforce, Trade Unions, partner organisations and the public on future service choices.

12.00 APPENDICES

12.01 The Medium Term Financial Strategy part one.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

None.

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Medium Term Financial Strategy



2015 - 2018

Introduction

The first part of the Medium Term Financial Strategy (MTFS) forecasts the resources the Council is likely to have over the next 3 years.

Our resources are being reduced, year on year, through big reductions in the grants we depend on from Government. We then also have to meet cost pressures, such as inflation, with less money at our disposal. Inflation, rises in demand for critical services, such as social care, and the cost of legal obligations placed on us, such as pensions reform, all place a strain on our reducing budget.

A summary of the forecasting position for 2015/16 - 2017/18 is set out below.

Expenditure	2015/16 £m	2016/17 £m	2017/18 £m	Total £m
National Pressures	0.9	0.4	0.3	1.6
Local Pressures	6.2	2.5	1.2	9.9
Inflation	4.1	4.1	4.3	12.5
Workforce Pressures	2.5	9.4	3.7	15.6
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Income				
Reduction in Revenue Support Grant (3.5%)	6.6	6.5	6.3	19.4
Council Tax Increase (3%)	(2.0)	(2.1)	(2.1)	(6.2)
Projected Gap	18.3	20.8	13.7	52.8

Part 2 of the MTFS, to be published shortly, will set out the solutions and options for service change, organisational efficiency, and service reductions to work to close this challenging financial gap.

Contents

Forecasting for the Future:

1. National Pressures
2. Local Pressures
3. Inflation
4. Workforce
5. Income

1. National Pressures

Financial pressures which are driven nationally are beyond the control of the Council. They may come about from policy directions or new legislation from either UK Government or Welsh Government, where powers are increasingly devolved. These pressures are expected to be met by councils without extra funds being set aside by Government.

Council Tax Reduction Scheme

The Council Tax Reduction Scheme (CTRS) was introduced in 2013/14 by Welsh Government to provide financial assistance to help some residents pay their Council Tax. CTRS replaced the previous Council Tax benefit system. Welsh Government funding for the scheme does not increase year on year and therefore the annual increase in Council Tax 'benefits' payments we pay out is a pressure on the Council's budget. Over the medium term, this will cost the Council an estimated £0.952m.

Discretionary Housing Payments

Changes to the Government's Welfare Reform Programme have had a financial impact on some households. Discretionary Housing Payments (DHP) offer temporary support to people in difficulty. Over the last 3 years the Council has 'topped up' the DHP funds provided by Welsh Government to help the most vulnerable. In 2014/15 this cost the Council £0.053m. In 2015/16 there will be a reduction of £0.067m in the amount of funding the Council receives for DHP. The Council will be under pressure to make up any difference.

Impacts of Legislation and Case Law

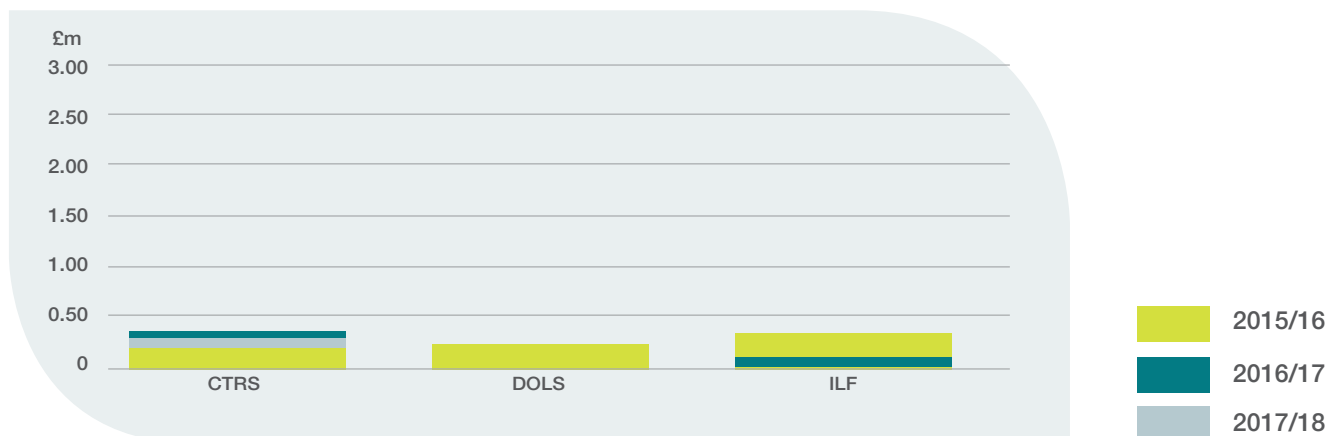
New legislation such as the Social Services Bill, and Deprivation of Liberty Safeguards Case Law (DoLS), can affect the way services are to be provided and people's rights. Councils have to manage the financial impact of changes in the law as part of their budget often without any additional support from Government. Within the 2015/16 budget a pressure of £0.290m had to be met for DoLS.

Independent Living Fund

The Independent Living Fund (ILF) provides financial support to disabled people with significant care needs to help them live independently at home or in the community. The UK Government announced that the fund will close from June 2015 with the responsibility for financial support to be transferred to local authorities. The cost pressure for Flintshire County Council is estimated to be £0.338m in 2015/16 with an additional pressure of £0.112m in 2016/17. Welsh Government have recently said that there may be some financial support to help Councils with the transition. At this stage we do not know what help we will receive, if any.



Specific Non Workforce National Pressures Identified in Budget/MTFS



Reductions in Specific Grants

The Council relies on numerous specific grants which the Welsh Government allocate to directly fund services such as Education and Waste Management.

In recent financial years there have been some big reductions in these grants. The Council sometimes has to make up the difference for services to continue.

The risks to services from reductions in specific grants include:

- **Sustainable Waste Management Grant** - previous reductions in this grant had created a cumulative cost pressure of £0.308m by 2014/15. A further reduction in the grant for 2015/16 has been confirmed at £0.100m giving a total reduction to date of £0.408m.
- **Supporting People Grant** - there has been a sustained reduction in this grant since 2009/10 of £1.6m.
- **Education Improvement Grant** - Big changes to the education grant system from April 2015 have resulted in 11 grants being amalgamated into one grant called Education Improvement Grant. The effect of these changes in 2015/16 is a reduction of 9.85% or £0.509m. From 2016/17 Welsh Government are planning to introduce a funding formula for this grant. The impacts of this next phase of change are unknown.

- **Post 16 Education Grant** - This grant was reduced in 2015/16 by 2.5% or £0.149m. Intelligence from Welsh Government could make a further 5% cut in 2016/17.

The total impact just on the grant reductions shown above comes to £2.7m. Future grant reductions are unconfirmed at this stage and subject to change.

Workforce Costs

There are significant new workforce costs from national changes to Local Government and Teacher Pensions Schemes. These are covered in Section 4 - Workforce.

Impact of national pressures on MTFS is £1.6m

2. Local Pressures

Local pressures come about from demands for services and other local circumstances. They are not funded by Government grant with the cost falling on the Council.

Current Local Pressures

Social Services:

Transition to Adulthood

Each year a number of clients are expected to have ongoing social care needs as they transfer from children's services and become adults. The cost of care packages for each client is based on a careful assessment of their future care needs. In 2015/16 and 2016/17 the number of young clients transferring to Adult Social Care are 16 and 14 respectively. This has led to a budget pressure of £1.239m in 2015/16, £0.923m in 2016/17 and £0.640m in 2017/18. We have a duty to meet their needs.

Extra Care

There will be annual revenue costs from the running of the new Extra Care Scheme in Flint which will become operational in 2017.

School Modernisation

This pressure is an estimate of the service 'exit' costs of teaching and other employees leaving our service as we change school provision and open the new Post 16 hub at Coleg Cambria, Deeside.

Landfill Tax

An increase in the rate per tonne we pay to take waste to landfill is an additional pressure. There is a statutory requirement to dispose of our waste. The Council is diverting as much waste as possible from landfill through increasing recycling and other forms of disposal.

Making Workforce Efficiencies

As part of the budget for 2015/16, a pressure was included to cover our changing savings targets for reducing the workforce set as part of the 2014/15 budget. Future workforce efficiencies are now being built into our business planning process. There are also cost pressures through releasing employees through redundancy and early retirement.

Prudential Borrowing

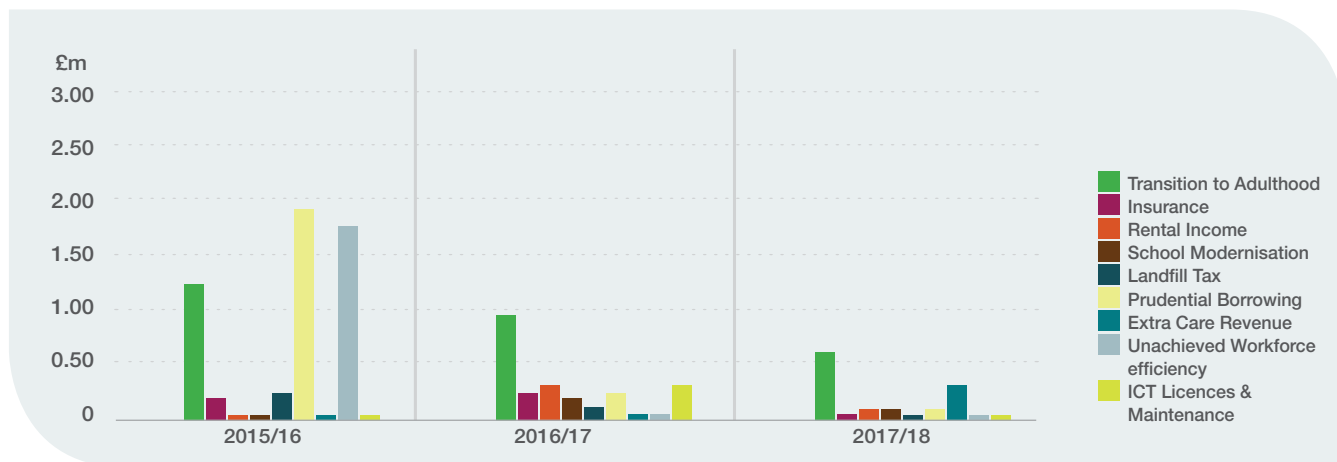
The Council has built up borrowing over the years to fund capital schemes. A review of our Central Loans and Investment Account will reprofile our borrowing. This ongoing review may create efficiencies or pressures. The Council is planning to increase its borrowing to pay for new capital schemes such as improving school buildings.

Internal Insurance Fund

The Council provides insurance cover for the risks it faces through a combination of purchased external insurance and self-insurance through our internal insurance fund. The adequacy of the internal fund has been assessed by our insurance brokers. There is a need to increase the funds to meet our risks.



Specific non Workforce Local Pressures Identified in Budget/MTFS



*Figure updated from budget report.

Information Technology

There is a new recurring pressure from our Microsoft Enterprise Licence agreement at an annual cost of £0.350m per annum from 2016/17. A further emerging pressure for software maintenance is for the iTrent (Human Resources) system from 2016/17.

Workforce Costs

There are significant new workforce costs from the introduction of the Local Single Status Agreement and the actuarial review of the Clwyd Pension Fund. These are covered in Section 4 - Workforce.

Emerging Local Pressures

Municipal Mutual Insurance

Municipal Mutual Insurance (MMI) was the main insurer of the public sector prior to it closing its insurance business in 1992. A scheme is in place for any liabilities still outstanding from historic insurance with MMI. Any increase in claims arising from that period could impact on the levy to be paid by the Council.

Contaminated Land Strategy

The Council has a responsibility to ensure there is no public risk from former landfill sites. There is a need for the Council to assess if there is any need for remedial work on these sites.

Waste Management

The Council is exposed to risks including fluctuations in recycling income from sales of waste recyclates in the open market.

Economy

The Council is exposed to the risk of decreases in the income it relies on from fees and charges in services such as leisure and planning. These fluctuations can depend on the health of the economy.

Specific Grant Reductions

Late notification of specific grant allocations by Welsh Government make financial planning challenging. Recent grant reductions in 2015/16 include the Free Swim Initiative (£0.025m) and Flood Water Management Act Grant (£0.050m).

Total impact of major local pressures including items above is £9.9m

3. Inflation

Inflation is the rate at which the prices for goods and services are expected to rise. The inflation costs a council has to meet are not the same as those that households face. Even at times of low Retail Price Index (RPI) inflation councils can have big inflationary pressures. Flintshire County Council builds Inflation into its annual budgets based on the latest market intelligence. Overall, income budgets include a 3% increase to meet inflation. This is based on recent trends in inflation. Within the annual funding 'settlement' the Council receives from Welsh Government no provision is made for inflation. This means that the Council has to find a way of meeting the costs of annual inflation from within its reducing resources.

Types of Inflation

Pay

Provision for nationally agreed pay awards is based on the latest information from our national negotiating bodies. Over the last three years pay inflation has been assumed at 1%, and included in the budget at this level until confirmation of the annual agreements has been received.

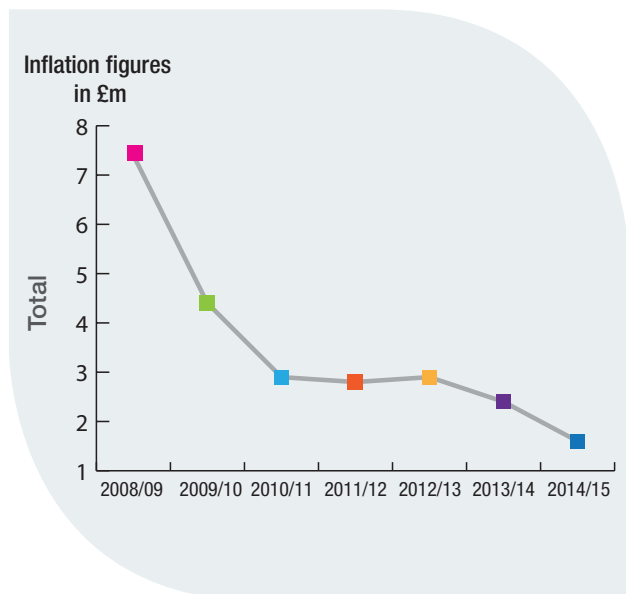
Prices

The current forecast for price inflation includes a 2% increase over all expenditure budgets, apart from what we call Non Standard Inflation. Budgets which are not exposed to normal price inflation, such as Benefits, are excluded.

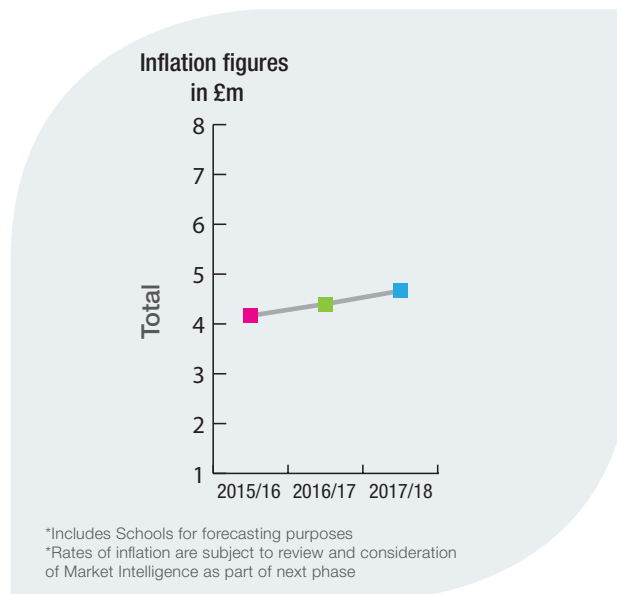
Over the last three years, budget holding service managers have had to absorb price inflation within their budgets, without any increase. Extra provision has only been made where there is an exceptional case. In 2015/16 this extra provision totalled £0.421m for exceptions such as increases in care fees where we commission residential care home places.



Graph 1.
Historical Budgeted Inflation



Graph 2.
Forecast within MTFS



Non Standard Inflation

Non Standard Inflation (NSI) provision is set aside to support services which are exposed to higher than normal annual inflationary pressures in buying fuel, energy and food supplies.

In recent years these rates of inflation have been volatile. For example, in the energy sector due to rising oil prices. More provision for inflation has been made in these areas in the last two financial years. (Energy at 8%, fuel at 11.2% and food at 5.8%).

As part of the 2015/16 budget strategy the need to set aside any provision for Non Standard Inflation (NSI) was reviewed. Specific market intelligence on energy (from Crown Commercial Services, UES Energy) shows that overall prices for gas and electricity were predicted to stay stable in 2015/16.

Market intelligence within the food markets (from Tuco Ltd, Procurement Partner) shows that some food groups may be subject to an increase of between 0.5% and 3%. Inflation on food was considered to be the area of greatest risk in 2015/16. Therefore an allocation of £0.064m was held within the budget.

The inflation risks and costs of energy, fuel and food are subject to many economic and other factors beyond our control. Market intelligence will be used with quarterly updates to help make this as accurate a forecast as possible.

Inflation on Income

In recent years income budgets have included a 3% increase to reflect the need to raise prices in line with costs. See Section 5 - Income.

The total amount of inflation forecast within the MTFS for 2015/16 - 2017/18 is £12.5m

4. Workforce

By far the biggest cost of managing a Council of our size is the cost of employing our workforce. Flintshire both employs people to provide services direct to communities and to customers, and commissions or contracts out other services. Where we commission or contract the Council is not the employer. We also employ people to provide essential internal support services such as Finance and Human Resources.

The costs of employing our workforce are rising due to a combination of national and local pressures including annual pay rises, pensions reform and the Single Status Agreement.

Flintshire employs around 7,140 people in 8,206 roles. The total annual 'wage bill' in 2014/15 was in the region of £178m. The 'wage bill' is made up of salaries, employer pension contributions, employer national insurance contributions, and allowances and expenses.

The costs of employing people are rising. The costs pressures can be grouped as:-

- 'cost of living' pay rises
- low pay protection costs
- local pay settlements
- pensions

'Costs of Living' Pay Rises

Workers expect to receive an annual pay rise for their earnings to keep pace with inflation. These are commonly known as 'cost of living' pay awards and are negotiated nationally between representatives of the local government employers and the trade unions. Following a period of imposed pay 'freezes', annual

pay awards are again being granted by agreement. Annual pay awards are running at between 1-2% for most local government workers.

The cumulative impact of national pay awards for 2015/16-2017/18 is shown in Table 1.

Table 1 - Impact of Pay Awards

2015/16 £m	2016/17 £m	2017/18 £m	Total £m
1.804	1.690	1.707	5.201

Low Pay Protection Costs

Workers are protected from being low paid through the setting of a national minimum wage. The lowest levels of pay in local government are above the national minimum wage. The minimum wage is £6.50 per hour rising to £6.70 per hour on 1 October 2015. Flintshire's lowest hourly pay rate is currently £7.189 per hour. Whilst there are no immediate pay pressures here for the Council as it meets its legal obligations, this might change over time.

There is pressure for Trade Unions, some political parties and lobby groups for employers to adopt the Living Wage. The Living Wage is argued to be a more realistic amount for people to live on and is set at a higher rate than the Minimum Wage at £6.50 per hour. Whilst Flintshire has gone some way to preventing low pay and has implemented a pay structure where the lowest pay grade 'tops out' near to the Living Wage, we have not as an employer set it as a minimum. If we were to do so this would present a new cost pressure. Approximately 1,297 employees (including relief workers) are currently paid beneath the Living Wage.

Local Pay Settlements

Local authorities have obligations to ensure that they pay



all employees fairly with equality of treatment for women and men. These obligations come from important national agreements and the equal pay legislation. Reviewing local pay arrangements to ensure that there is equality of treatment is a complex and time-consuming exercise. Like many other local authorities Flintshire has now reached a Single Status Agreement to achieve this. Under our Agreement we have introduced a new pay and grading model. Single Status Agreements have in every single case around the country added cost to the 'wage bill'. Whilst some employees will gain on pay, some will stay the same, and some will lose on pay, a significant majority will have to gain or stay the same to successfully achieve agreement through negotiations between employer and trade unions and then through a workforce ballot. Therefore, there will be a total increase in pay costs across the board under these types of Agreements.

Some years ago the Welsh Government made extra provision in the base financial settlement for local government to support the costs of introducing Single Status Agreements in the knowledge that they would inflate workforce costs. Whilst providing this support was a visionary step towards ending unequal pay between women and men, the provision set aside was not enough to meet the inflationary impact in full. Councils have to make up the shortfall themselves.

Flintshire's Single Status Agreement was introduced in 2014. The inflationary impacts for the first two years have been 'buffered' or cancelled out through the use of financial reserves. The agreement will impact on the budget from June 2016. The annual cost of the wage bill will rise for several years as some employees who have entered a new pay grade work their way up through the annual pay increments until they reach the top of their grade. At this point the wage bill will 'peak'.

The impacts of the Single Status Agreement are shown in table 2 below. The impacts shown are net of the annual provision with the national financial settlement of £4.3m. The forecasted impacts reported to Council in October

Table 2 - Single Status Impact

2015/16 £m	2016/17 £m	2017/18 £m	Total £m
0.000	3.774	1.726	5.500



2013, when adopting the Single Status Agreement, were greater; they have been significantly reduced through the ongoing programme of reducing the scale of the workforce through voluntary redundancies and retirements.

Local Government Pension Scheme

Local government employees (other than teachers, police and firefighters) are entitled to be members of the local government pension scheme. The pension scheme is a funded one where both employers and employees contribute to the costs of building their 'pension pot' for their eventual retirement. The monies are invested into the Clwyd Pension Fund for capital gain and income to pay pension liabilities both now and into the future.

Public service pension schemes are being reformed to help financial sustainability. For the local government pension scheme the new CARE (Career Average) scheme replaced the final salary scheme from 1st April 2014. At a national level the Government have reviewed how the pension provision is shared more fairly between employees and scheme employers, if costs continue to increase. This may result in a change to employee contributions or scheme benefits in the future.

The employer contribution for the Council is set by the Fund Actuary every three years. The last actuarial valuation date was 31 March 2013 which provided both future service cost contributions and deficit payments for 2014/15, 2015/16 and 2016/17. The future Flintshire rate is a percentage of pensionable pay and will vary. At the last actuarial valuation the employer contribution rate for

percentage increase in over the three years; 12.2% (2014/15), 13.2% (2015/16) and 13.9% (2016/17),

At the last Actuarial Valuation the Council had a pension deficit of £197m. The Council has a deficit recovery plan of 19 years and the agreed payments are £9.185m (2014/15), £9.490m (2015/16) and £9.985m (2016/17).

The pension contributions to be made to the Clwyd Pension Fund by Flintshire as an employer were in the region of £10.2m.

For the third and final year of this MTFS it is more difficult to estimate pension costs. Despite strong asset returns on investments of +16% in 2014/15, the funding level of the Fund has fallen by 5%. The Council's deficit has therefore increased. This is due to lower than estimated long term interest rates. The Actuary of the Clwyd Pension Fund will undertake a funding review this year which may assist all employers in the Fund with their future financial plans, ahead of next Actuarial Valuation.

Pensions Performance: the most recent actuarial review in 2013/14 reset employer contributions for the period 2014/15 - 2016/17. The inflationary impacts are shown in table 3 below.

Pensions Reform: a number of recent pensions reforms are causing inflationary pressure. Under a change called the Single Pension Scheme local government pension schemes will no longer qualify for a rebate for national

insurance contributions made towards the additional State Pension known as the Second Pension. This change will increase National Insurance employer contributions by 3.4% from April 2016. The inflationary impacts are shown in table 3 below. Employee national insurance contributions will also increase.

Under a change called Automatic Enrolment, access to pension provision in a qualifying pension scheme had to be made available to all new employees from 1 October 2012. For all existing employees who had previously deferred entry or opted out of the Clwyd Pension Fund, a transitional period to October 2017 applies. At this time, any remaining employees would be automatically enrolled into the Clwyd Pension Fund. This will be at a cost to the Council. It is not expected that all employees with deferred Fund entry will choose to stay in the Pension Fund at 2017, but a proportion will. The predicted inflationary impacts are also shown in table 3 below.

Teachers' Pension Scheme

The Teachers' Pension Scheme is a central government controlled Public Service Pension Scheme that, unlike the LGPS, is unfunded. The contributions are set by Central Government. Under pensions reform the employer contributions for teachers' pensions are to be increased from 2016. The inflationary impacts are also shown in table 3 below.

Table 3 - Pension Related Incremental Impacts

Pressure	2015/16 £m	2016/17 £m	2017/18 £m	Total £m
Actuarial Review	1.747	1.504	1.300	4.551
Single Tier Pension	0	2.787	0	2.787
Auto Enrolment	0	0	0.625	0.625
Teachers' Pension Increase	0	1.364	0	1.364
Total	1.747	5.655	1.925	9.327

The total amount of workforce pressures within the MTFS for 2015/16 - 2017/18 is £15.6m (excluding inflation) including items above

5. Income

The Council is funded from two main sources - the Revenue Support Grant and Council Tax. The Revenue Support Grant (RSG) awarded by Welsh Government makes up 65% of the total income of the Council with Council Tax contributing 22%. The remainder is made up from specific government grants and income from fees and charges. RSG is reducing year on year. UK Government fiscal plans show a continuation of reductions in the medium term. Setting Council Tax is a continual challenge in the current financial situation. Other income generating opportunities can be constrained by Welsh Government controls and economic factors. It can be difficult to balance increased charges to recover costs, and local affordability and collectability from clients and customers.

Revenue Support Grant (RSG)

The Council received a reduction in its RSG of 3.4% in 2015/16 equal to £6.6m. Welsh Government has not given any firm indication of the level of RSG funding for future years. Continuing reductions are expected and we are assuming reductions in RSG of 3.5% per year for the next two years in this strategy.

Over the medium term of this forecast this could mean a total £19.4m reduction in RSG funding.

Chapter 1 - National Pressures highlights the significant reductions in specific grants which are added to the reduction in RSG in arriving at a complete forecast for this 3 year period.

Council Tax and Business Rates

The Council collects the Council Tax from local residents and the 'Business Rates' from local businesses.

The level of Council Tax is set annually and is paid by local residents to help finance the Council's overall budget (£60m in 2015/16).

The Council collects the local 'business rates' on behalf of Welsh Government. This is then paid into a national pool and redistributed to councils as part of the annual financial settlement. Flintshire's share of this pool in 2015/16 will be around £63m.

As part of the budget for 2015/16 the Council agreed to set the increase on Council Tax at 3.75%. This is at a higher level than the 3% set in previous budget years. This extra rise was needed due to the challenging financial position faced by the Council as set out in this strategy.

The level of Council Tax for future years will be a democratic decision of the Council. For the purposes of this plan an annual increase of 3% has been built in for 2016/17 and for 2017/18. This would provide an additional £2.1m of income per year. In setting the Council Tax the Council has to balance the financial needs of the organisation to maintain its services with the affordability of Council Tax for local residents.



Fees and Charges

In 2014/15 the Council generated £25m from fees and charges. The Council is developing a more wide ranging Income Strategy to help increase overall income to cope with the financial challenges it is facing. This work builds on earlier work to develop a single and consistent fees and charges policy with transparency in the setting of its fees and charges.

Existing fees and charges are, wherever possible, increased annually by 3% to meet the costs of inflation. However there are restrictions on the levels of income councils can charge for some services eg. homecare services.

The budget strategy for 2015/16 was based on fundamental three year business plan reviews across all Council service portfolios. Within these plans were proposals for increasing income including:-

- maximisation of external funding
- increase in joint funding from Health
- Public Protection for increases to reflect cost
- review of car parking charges
- increased charging for some services

These reviews led to an increase in budgeted income across portfolios of £2.3m in 2015/16.

For 2016/17 and 2017/18, the Council will need to develop its income policy and identify new opportunities for income to help bridge the gap from the reduction in national funding.

Income Deficiency

The Council is dependent on being able to generate income to fund some of its core services. For example, Leisure Services relies on £6m from income, mainly from its customers, whilst Facilities Services relies on £3m from external income. In Catering the strategy for fees and charges needs to consider the impact of charging to avoid turning customers away.

Constraints on Charging Policy

In recent years, Welsh Government have introduced measures such as the First Steps Improvement Package which introduced a then cap of £50 per week on the amount that Local Authorities could charge for Domiciliary Care. This led to a loss of income to Flintshire County Council of £0.426m in 2011/12 and has limited the Council's ability to increase income for future years.

Reviews of these national constraints are needed to give councils the freedom to recover more income to subsidise some of the services it provides.

The impact on the MTFs of reduction in Revenue Support Grant is £19.4m offset by increase in Council Tax income of £6.2m

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **YEAR END IMPROVEMENT PLAN MONITORING REPORT (2014/15)**

1.00 PURPOSE OF REPORT

1.01 To receive the 2014/15 Year End Improvement Plan monitoring reports for the period 1 April 2014 to 31 March 2015.

1.02 To note the following: -

- the levels of progress and confidence in the achievement of high level activities which seek to deliver the impacts of the Improvement Plan;
- the performance against improvement plan measures and the predicted level of performance for year end; and
- the current (net) risk levels and targeted risk levels for the risks identified in the Improvement Plan and the arrangements to control them.

2.00 BACKGROUND

2.01 The Council adopted the Improvement Plan for 2014/15 in June 2014 and this is the final monitoring update for 2014/15. The information within this will inform the Annual Performance Report, a draft of which will be presented to Cabinet in September.

3.00 CONSIDERATIONS

3.01 The Improvement Plan monitoring reports give an explanation of the progress being made toward the delivery of the impacts set out in the 2014/15 Improvement Plan. The narrative is supported by measures and / or milestones which evidence achievement. In addition, there is an assessment of the strategic risks and the level to which they are being controlled.

3.02 Individual sub-priority reports (22 in total) have been completed by the lead accountable officer. A summary of the reports has been brought together to provide this as a single report.

3.03 An overall assessment is provided which is based on the detailed reports and is shown in the table below: -

Priority / Sub-priority	Progress	Outcome
Housing	G	G
• Extra Care Housing	G	G
• Modern, Efficient and Adapted Homes	A	G
• Achieve the Wales Housing Quality Standard	G	G
Living Well	G	A
• Independent Living	G	G
• Integrated Community Social and Health Services	G	A
Economy and Enterprise	G	G
• Business Sector Growth in Deeside	A	A
• Town and Rural Regeneration	G	G
• Social Enterprise	G	G
Skills and Learning	A	G
• Modernised and High Performing Education	A	G
• Apprenticeships and Training	A	G
Safe Communities	G	G
• Community Safety	G	G
• Traffic and Road Management	G	G
Poverty	G	G
• Welfare Reform	G	G
• Fuel Poverty	G	G
Environment	G	G
• Transport Infrastructure and Services	G	G
• Carbon Control and Reduction	G	G
Modern and Efficient Council	G	A
• Organisational Change	G	A
• Financial Strategy	A	A
• People Change and Development	G	G
• Procurement Strategy	G	G
• Asset Strategy	G	G
• Access to Council Services	A	A

Appendix 1 provides a breakdown of this assessment.

3.04 **Monitoring the progress of our activities**

Each of the sub-priorities have high level activities which are monitored over time. 'Progress' monitors progress against scheduled activity and has been categorised as follows: -

- RED: Limited Progress – delay in scheduled activity; not on track
- AMBER: Satisfactory Progress – some delay in scheduled

activity, but broadly on track

- GREEN: Good Progress – activities completed on schedule, on track

A RAG status is also given as an assessment of our level of confidence at this point in time in achieving the 'outcome(s)' for each sub-priority. Outcome has been categorised as: -

- RED: Low – lower level of confidence in the achievement of the outcome(s)
- AMBER: Medium – uncertain level of confidence in the achievement of the outcome(s)
- GREEN: High – full confidence in the achievement of the outcome(s)

3.05 A summary of our overall progress against the high level activities is provided as follows: -

PROGRESS

- We are making good (green) progress in 50 (63%).
- We are making satisfactory (amber) progress in 28 (35%).
- We are making limited progress (red) in 1 (2%).

OUTCOME

- We have a high (green) level of confidence in the achievement of 62 (79%).
- We have a medium (amber) level of confidence in the achievement of 16 (20%).
- We have a low (red) level of confidence in the achievement of 1 (1%).

3.06 The activities which were assessed as red with explanation of why that assessment was made are as follows: -

3.06a **Extend and improve (i) customer access to Council information and services using technology and (ii) opportunities for participation in consultation exchanges etc. (Sub-priority Access to Council Services)**

The RAG status was assessed as red for both progress and outcome. The target for the number of visitors to the website was not met. Performance data for satisfaction with the website and success in finding what customers are looking for has not improved from quarter 3 to quarter 4. Access to the web survey data will enable immediate

action to address issues raised by those using the survey to provide feedback. In addition, the number of visitors who complete the on line survey is low compared to the total number of visitors however their feedback is valuable and will be used to make improvements. The website now includes a 'Comment on this page' feature. Feedback received via this route is monitored and improvements will be made accordingly.

3.07 **Monitoring Performance**

Analysis of performance against the Improvement Plan measures is undertaken using the RAG (Red, Amber, Green) status. This is defined as follows: -

PERFORMANCE

- RED equates to a position of under-performance against target.
- AMBER equates to a mid-position where improvement may have been made but performance has missed the target within an acceptable margin.
- GREEN equates to a position of positive performance against target.

3.08 Analysis of year end levels of performance is provided as follows: -

- 76 (67%) had achieved a green RAG status
- 28 (24%) had achieved an amber RAG status
- 10 (9%) had achieved a red RAG status

Analysis of trend was also undertaken. This is a comparison of current year performance with that of the previous year. Where trend analysis could be undertaken: -

- 63 (64%) of performance measures showed improved performance;
- 23 (23%) showed performance which had downturned when compared with the previous year; and
- 13 (13%) had maintained the same level of performance.

3.09 The measures which show a red RAG status are detailed below with the issues that led to the poorer performance:

3.09a **Number of Council homes in the Aston and Mostyn areas being converted from oil to gas (Sub-priority - Fuel Poverty)**

Of the targeted 233 council homes due to have gas systems fitted, 187 homes were converted in 2014/15. There were 26 refusals. The

main issues were:

- (1) The ground conditions in Mostyn caused some delay in the delivery programme as did weather conditions over the winter which resulted in Wales and West Utilities having to respond to emergency call outs across the region.
- (2) Capacity was tested due to the size of the project and in trying to balance the support provided to other large scale projects such as Vibrant and Viable Places.

3.09b 3 measures within the sub-priority: Access to Council Services have a red RAG status: -

1) Scale and take-up of the new digital services (no. of visitors) per annum (Sun-priority - Access to Council Services)

The target for 2014/15 was 2,000,000 visitors; in total 1,391,345 visitors took up the digital services. The new look website was launched in October 2014. The target set for 2014/15 was based on visitor numbers to the old website. The new website also has better analytics to measure website usage which will inform future target setting.

- 1) Customer feedback: satisfied with visit to website** (target = 80%, outturn = 54% Desktop and 52% Mobile)
- 2) Customer feedback: successfully found what they were looking for** (target = 80%, outturn = 61% Desktop and 60% Mobile)

Due to the work being undertaken to redesign the website for its launch in October 2014, SOCTIM surveys for customer feedback were not undertaken until the beginning of quarter 3. The number of visitors who complete the on line survey is low compared to the total number of visitors however their feedback is valuable and will be used to make improvements. The website now includes a 'Comment on this page' feature. Feedback received via this route is monitored and improvements will be made accordingly.

3.09c 3 measures in the sub-priority: People Change & Development have a red RAG status

1) The number of working days/shifts per full time equivalent (FTE) local authority employee lost due to sickness absence.

The target for 2014/15 was an average of 9.6 days/shifts however the outturn for year end was 10.66 days / shifts.

Managing attendance at work remains a priority and continued measures are in place to keep absences to a minimum wherever possible. These include reporting and action planning across each

Portfolio. Absences reporting including trigger reports are produced on a monthly basis and issued to managers. With the support of the HR team focus is made on frequent, short term absences, long term absences and return to work interviews, with employees, to understand any underlying issues affecting attendance at work.

2) Increase the percentage of employees receiving an annual appraisal with Individual Development Plan 100%

The year end outturn figure of 30.65% does not accurately reflect the actual percentage of appraisals undertaken. A greater percentage have been undertaken but were not entered into the corporate system (iTrent). HR and service managers are working with services to ensure that the system is used to capture an accurate record of appraisals undertaken.

3) Reduced expenditure for agency / interim workers and Consultants.

A 10% reduction on the expenditure for 2013/14 (£2.7m) was targeted (£270,000). The actual outturn was a total spend of £3.2m; £500,000 increase.

HR Business Partners continue to liaise with Service Managers to ensure that there is a reduction in the use of agency workers. However, as the organisation progresses through structural changes it has been necessary in some areas to continue using agency workers. For example, a large proportion of the expenditure within Streetscene and Transportation is attributable to the increased number of vacancies at operative level. These posts were not filled pending the roll out of the various business planning proposals.

Similarly Social Services are currently holding vacant front line service posts and will use these as opportunities for redeployment when the service changes linked to the Business Plans are implemented. As they are front line posts, the work must be carried out and therefore agency workers are engaged to provide cover on a temporary basis.

Once the service changes have been implemented, permanent employees will be placed into these vacancies and agency worker placements will then be brought to an end.

3.09d 2 measures in the sub-priority: **Modern, Efficient & Adapted Homes** have a red RAG status

1) Entering into a lease agreement for ten over 55's properties

There has been interest in the Over 55's lease option, however progress has been delayed whilst legal complexities regarding allocation or properties were resolved. Now that these have been

resolved numbers are fully expected to grow. As at year end one lease agreement had been entered into.

2) Provision of a management service for 26 private rented sector properties

The business plan projected that NEW Homes would be managing 26 units of accommodation by the end of 2014/15. The company has signed up 15 properties which is below targeted projections. Throughout the year limited time has been available for marketing as capacity was invested on set up. It is expected the numbers will grow in the next 12 months.

3.09e PSR/009a - The average number of calendar days taken to deliver a Disabled Facilities Grant for children and young people (target 257 days). (Sub – Priority: Independent living)

There were only two adaptations undertaken for children through DFG's during 2014/15. Due to the highly complex nature of both adaptations the total days taken were 1,238 days, giving an annual average of 619 days.

3.10 Monitoring Risks

Analysis of the current (net) risk levels for the strategic risks identified in the Improvement Plan is provided as follows: -

- 1 (1%) is high (red)
- 41 (52%) are medium (amber)
- 37 (47%) are low (green)

Trend analysis was also undertaken, comparing risk levels at the end of the year with those of the previous quarter. The analysis showed that: -

- 39 (49%) of risks remained the same
- 34 (43%) of risks had reduced
- 6 (8%) of risks had increased

3.11 The high (red) risk is detailed along with the reasons that have led to this assessment as follows: -

3.11a Programme delivery capacity for the 21st Century Schools Programme (Sub-priority: Modernised and High Performing Education)

Whilst still assessed as a high risk, the risk is decreasing. Meetings continue with officials of Welsh Government to further explore the

effects and opportunities of potential changes to the Band A programme to create a more efficient use of resources available. The project coordinator post has been filled and following Welsh Government's Gateway Review, two Project Officers have been appointed to assist with the 21st Century Programme/School Modernisation.

4.00 RECOMMENDATIONS

4.01 Cabinet Members are invited to consider the sufficiency of actions taken to manage delivery of the Improvement Priority impacts.

4.02 To note the following: -

- the levels of progress and confidence in the achievement of key activities which seek to deliver the impacts of the Improvement Plan;
- the levels of performance against Improvement Plan measures for year end; and
- the current (net) risk levels and targeted risk levels for the risks identified in the Improvement Plan and the arrangements to control them.

5.00 FINANCIAL IMPLICATIONS

5.01 There are no specific financial implications for this report. However the Council's Medium Term Financial Plan is aligned to resource the priorities of the Improvement Plan and the monitoring will help to inform future iterations.

6.00 ANTI POVERTY IMPACT

6.01 There are no specific poverty implications for this report. However poverty is a priority within the Improvement Plan and reporting against activity to protect people from poverty is included in the Improvement Plan monitoring report.

7.00 ENVIRONMENTAL IMPACT

7.01 There are no specific environmental implications for this report. However the environment is a priority within the Improvement Plan and reporting against activity to improve the environment is included in the Improvement Plan monitoring report.

8.00 EQUALITIES IMPACT

8.01 There are no direct equality implications for this report.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no direct personnel implications for this report.

10.00 CONSULTATION REQUIRED

10.01 The Improvement Priorities are monitored by the appropriate Overview and Scrutiny Committees according to the priority area of interest.

11.01 All Portfolio leads have been consulted with regarding the reporting of relevant information.

12.00 APPENDICES

12.01 **Appendix 1** – Breakdown of overall assessment

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

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APPENDIX 1 - IMPROVEMENT PRIORITIES YEAR END REVIEW 2014/15

Council Priority	PROGRESS	Secondary Priorities			OUTCOME	Secondary Priorities		
		GREEN (GOOD)	AMBER (SATISFACTORY)	RED (LIMITED)		GREEN (HIGH)	AMBER (MEDIUM)	RED (LOW)
Housing	Good				High			
• Extra Care Housing	Good	1	0	0	High	1	0	0
• Modern, Efficient and Adapted Homes	Satisfactory	0	4	0	High	3	1	0
• Achieve the Wales Housing Quality Standard	Good	3	0	0	High	3	0	0
Living Well	Good				Medium			
• Independent Living	Good	4	2	0	High	5	1	0
• Integrated Community Social and Health Services	Good	3	2	0	Medium	2	3	0
Economy and Enterprise	Good				High			
• Business Sector Growth in Deeside	Satisfactory	1	2	0	Medium	1	2	0
• Town and Rural Regeneration	Good	2	1	0	High	2	1	0
• Social Enterprise	Good	2	1	0	High	2	1	0
Skills and Learning	Satisfactory				High			
• Modernised and High Performing Education	Satisfactory	4	5	0	High	7	2	0
• Apprenticeships and Training	Satisfactory	1	6	0	High	7	0	0
Safe Communities	Good				High			
• Community Safety	Good	3	0	0	High	3	0	0
• Traffic and Road Management	Good	3	0	0	High	3	0	0
Poverty	Good				High			
• Welfare Reform	Good	2	1	0	High	2	1	0
• Fuel Poverty	Good	2	1	0	High	2	1	0
Environment	Good				High			
• Transport Infrastructure and Services	Good	5	1	0	High	6	0	0
• Carbon Control and Reduction	Good	4	0	0	High	4	0	0
Modern and Efficient Council	Good				Medium			
• Organisational Change	Good	2	0	0	Medium	1	1	0
• Financial Strategy	Satisfactory	1	2	0	Medium	1	2	0

• People Change and Development	Good	1	0	0	High	1	0	0
• Procurement Strategy	Good	3	0	0	High	3	0	0
• Asset Strategy	Good	1	0	0	High	1	0	0
• Access to Council Services	Satisfactory	2	0	1	Medium	2	0	1
TOTALS	PROGRESS	50	28	1	OUTCOME	62	16	1
%		63%	35%	2%		79%	20%	1%

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **YEAR END CHIEF OFFICER REPORTS 2014/15**

1.00 PURPOSE OF REPORT

1.01 To receive the 2014/15 year end Chief Officer performance reports. The reports cover the period October 2014 to March 2015.

1.02 To note the following: -

- areas of positive performance;
- areas of concern;
- the progress updates for the Council Improvement Priorities that are not set as an in-year priority;
- progress updates for key projects and collaborative areas of work;
- the risks highlighted (including operational, project and collaborative risks);
- the assessment of any regulatory reports; and
- performance against National Strategic Indicators (NSIs) and Public Accountability Measures (PAMs).

2.00 BACKGROUND

2.01 Twice annually (at quarters 2 and 4) performance highlight reports (referred to as the Reports herein) are presented from Chief Officers. These are similar to those previously produced for Head of Service reporting, with a focus on performance exceptions, both good and poor. This ensures that the 'business as usual' is still being monitored and reported against.

2.02 The contents of the Reports include:

- areas of positive performance;
- areas of concern;
- the Council Improvement Priorities that are not set as an in-

year priority;

- progress for key projects and collaborative areas of work;
- risk summaries;
- reporting against findings from internal and external regulatory bodies e.g. Wales Audit Office, Care and Social Services Inspectorate Wales or Estyn; and
- performance against the statutory national performance indicators (NSIs and PAMs).

3.00 CONSIDERATIONS

3.01 The Reports have been prepared by the 9 Chief Officers.

3.02 Copies of the detailed Reports are available in the Members' Library and on request. Members will receive respective reports when circulated with the Overview & Scrutiny Committee agendas.

3.03 Appendix 1 of this report contains a schedule of all the quarterly and annually reported performance measures (NSIs and PAMs).

3.04 Analysis of performance against target for the performance indicators is undertaken using the RAG (Red, Amber, Green) status. This is defined as follows: -

- RED equates to a position of unacceptable performance.
- AMBER equates to a mid-position where the performance has not achieved target but is within an acceptable level.
- GREEN equates to meeting or exceeding target.

Target analysis can only be performed where data is available and a target has been set.

3.05 Of the 35 indicators that could be analysed: -

- 21 (60%) were assessed as Green;
- 13 (37%) were assessed as Amber; and
- 1 (3%) was assessed as Red.

3.06 Trend analysis to compare current outturn with the 2013/14 year end performance was undertaken for 39 indicators: -

- 25 (64%) had improved;
- 11 (28%) had downturned; and
- 3 (8%) maintained the same level of performance (two at 100%).

3.07 The indicator assessed as red is the national measure for sickness absence.

The number of working days/shifts per full time equivalent (FTE) local authority employee lost due to sickness absence.

The target for 2014/15 was an average of 9.6 days/shifts however the outturn for year end was an average of 10.66 days / shifts per employee.

Managing attendance at work remains a priority and continued measures are in place to keep absences to a minimum wherever possible. These include reporting and action planning across each Portfolio. Absences reporting including trigger reports are produced on a monthly basis and issued to managers. With the support of the HR team focus is made on frequent, short term absences, long term absences and return to work interviews, with employees, to understand any underlying issues affecting attendance at work.

3.08 Appendix 2 of this report contains a schedule of all the risks highlighted within the Reports. Analysis of the current (net) risk levels identified: -

- 3 (7%) are high (red);
- 30 (71%) are medium (amber); and
- 9 (21%) are low (green).

3.09 The 3 high (red) risks are: -

3.09a **Portfolio – Social Services**

Operational Risk – Resilience of the independent sector

This risk is particularly concerned with care home capacity for residential care and the recruitment and retention of high quality nursing staff for residential care. Actions being taken to help mitigate the risk include: -

- development of training and support programmes for the care home market to ensure there is high quality and robust leadership;
- establishment of a strategic joint inter-agency monitoring panel to share intelligence about the market and influence improvement and sustainability; and
- delivery of the action plan prepared in response to the Older People's Commissioners report 'A place called home'.

In addition, the Care Council for Wales are reviewing the qualifications for Regional Managers in Wales and are investing through their practice development team in ensuring the competency of nurses in the care home sector.

3.09b **Portfolio – Organisational Change (2)**
Operational Risk – Reduction of future workloads resulting in the need to review service team structures and resource levels

This fee income generating service is likely to see significant reduction in future funding made available for schemes and as a direct result a reduction in fee generation. Consideration is therefore being given to the future direction and structure of these Architectural & Design Consultancy Service. This includes consideration of alternative delivery models.

3.09c **Portfolio – Governance**
Operational Risk – Council's failure to comply with the statutory timescale for responding to FOI Act requests

82.99% of requests received during the year were determined within the statutory time frame. This is slightly below the 85% target expected by the Information Commissioner's Office. Compliance with response timescales dropped whilst the resource to monitor progress was reduced, however work is ongoing to raise awareness with services to increase priority and comply with the statutory timescale.

4.00 RECOMMENDATIONS

4.01 That Cabinet consider the mid year Chief Officer performance reports and recommend any specific issues which may require management action and / or referral to the appropriate Overview and Scrutiny Committees for consideration.

4.02 To note the following: -

- areas of positive performance;
- areas of concern;
- the progress updates for the Council Improvement Priorities that are not set as an in-year priority;
- progress updates for key projects and collaborative areas of work;
- the risks highlighted (including operational, project and collaborative risks);
- the assessment of any regulatory reports; and
- performance against the NSIs and PAMs.

5.00 FINANCIAL IMPLICATIONS

5.01 There are no specific financial implications within this report.

6.00 ANTI POVERTY IMPACT

6.01 There are no specific anti-poverty implications within this report.

7.00 ENVIRONMENTAL IMPACT

7.01 There are no specific environmental implications within this report.

8.00 EQUALITIES IMPACT

8.01 There are no specific equality implications within this report.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no specific personnel implications within this report.

10.00 CONSULTATION REQUIRED

10.01 Overview and Scrutiny Committees will receive the Reports relevant to their areas of work as part of their forward work programme alongside the appropriate Improvement Plan monitoring reports.

11.00 CONSULTATION UNDERTAKEN

11.01 The Reports are being shared with Portfolio holders prior to being presented to Overview and Scrutiny Committees.

12.00 APPENDICES

Appendix 1 - Schedule of NSIs and PAMs

Appendix 2 - Summary of the operational, project and collaborative risks identified within the Reports

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

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Indicator	NSI / PAM	Annual Outturn 2013/14	Annual Target 2014/15	Year End Outturn 2014/15	RAG	Change e.g. Improved / Downturned
Organisational Change						
LCL/001(b): The number of visits to Public Libraries during the year, per 1,000 population <i>Annual PI</i>	NSI	5314.73 Visits	5,500 Visits per 1,000	4,991 Visits per 1,000	A	Downturned
LCS/002(b): The number of visits to local authority sport and leisure centres during the year per 1,000 population where the visitor will be participating in physical activity	NSI	10056.59 Visits per 1,000	9700 Visits per 1,000	9,738.74 Visits per 1,000	A	Downturned
Social Services						
PSR/002: The average number of calendar days taken to deliver a Disabled Facilities Grant	NSI/PAM	246.43 days	Not Set Mgt Info	328 days	G	Downturned
SCA/001: The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	NSI	2.59 rate per 1,000	2 rate per 1,000	1.39 per 1,000	G	Improved
SCA/002(a): The rate of older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31 March	NSI	65.15 Rate per 1,000	Not Set Mgt Info	66.12 per 1,000	N/A	Downturned
SCA/002b: The rate of older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March	NSI	15.9 Rate per 1,000	21 Rate per 1,001	16.02 per 1,000	G	Improved
SCA/007: The percentage of clients with a care plan at 31st March whose care plans should have been reviewed that were reviewed during the year	PAM	98.48%	90%	98.21%	A	Downturned
SCA/018(a): The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year	PAM	90.72%	90%	92.69%	G	Improved
SCA/019: The percentage of adult protection referrals completed where the risk has been managed	NSI / PAM	98.90%	95%	99%	G	Improved
SCA/020: The percentage of adult clients who are supported in the community during the year	PAM	85.10%	90%	86.04%	A	Improved
SCC/004: The percentage of children looked after on 31st March who have had three or more placements during the year.	NSI / PAM	6.54%	10%	7.20%	G	Improved
SCC/011(a): The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen by the Social Worker	PAM	90.14%	80%	No Data on Report		
SCC/011(b): The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen alone by the Social Worker	NSI	52.54%	54%	No Data on Report		

Indicator	NSI / PAM	Annual Outturn 2013/14	Annual Target 2014/15	Year End Outturn 2014/15	RAG	Change e.g. Improved / Downturned
SCC/025: The percentage of statutory visits to looked after children due in the year that took place in accordance with the regulations	PAM	76.57%	93%	TBC 92%	A	Improved
SCC/033(d): The percentage of young people formerly looked after with whom the authority is in contact at the age of 19	NSI	75%	90%	TBC Approx 90%	G	Improved
SCC/033(e): The percentage of young people formerly looked after with whom the authority is in contact, who are known to be in suitable, non emergency accommodation at the age of 19	NSI	91.67%	95%	No Data on Report		
SCC/033(f): The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19	NSI	58.33%	75%	TBC Approx 80-90%	G	Improved
SCC/041(a): The percentage of eligible, relevant and former relevant children that have pathway plans as required	NSI	100%	98%	100%	G	Maintained
SCC/045: The percentage of reviews of looked after children, children on the Child Protection Register and children in need carried out in line with the statutory timetable	PAM	82.14%	Not Set Mgt Info	89%	N/A	Improved
Planning & Environment						
PLA/006b: The number of additional affordable housing units provided during the year as a percentage of all additional housing units provided during the year.	NSI	33 homes	Not Set Mgt Info	39 homes	N/A	Improved
PPN/009: The percentage of food establishments which are 'broadly compliant' with Food Hygiene standards	PAM	85.70%	80%	94%	G	Improved

Indicator	NSI / PAM	Annual Outturn 2013/14	Annual Target 2014/15	Year End Outturn 2014/15	RAG	Change e.g. Improved / Downturned
Community & Enterprise						
HHA/013: The percentage of all potentially homeless households for whom homelessness was prevented for at least 6 months <i>Annual PI</i>	NSI / PAM	84.89%	90%	85.17%	A	Improved
PSR/004: The percentage of private sector dwellings that had been vacant for more than 6 months at 1st April that were returned to occupation during the year through direct action by the local authority <i>Annual PI</i>	NSI	6.73%	8.71%	6%	A	Downturned
Streetscene & Transportation						
WMT/004(b): The percentage of municipal waste collected by local authorities sent to landfill	NSI / PAM	41.67%	40%	40.00%	A	Downturned
WMT/009(b): The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including sources segregated biowastes that are composted or treated biologically in another way	NSI / PAM	55.13%	59%	58%	A	Improved
STS/006: The percentage of reported fly tipping incidents cleared within 5 working days	NSI	95.81%	95%	97.10%	G	Improved
STS/005(b): The percentage of highways inspected of a high or acceptable standard of cleanliness <i>Annual PI</i>	PAM	92.90%	95%	95%	A	Improved
THS/007: The percentage of adults aged 60+ who hold a concessionary bus pass	NSI	75.50%	78%	No Data on Report		
THS/012: The percentage of principal (A) roads, non-principal (B) roads and non-principal (C) roads that are in overall poor condition <i>Annual PI</i>	PAM	4.30%	6%	4.5%	G	Improved
People & Resources						
CHR/002: The number of working days / shifts per full-time equivalent (FTE) local authority employee lost due to sickness absence	PAM	10.38 days / shifts	9.6 days / shifts	10.66 days / shifts	R	Downturned

Indicator	NSI / PAM	Annual Outturn 2013/14	Annual Target 2014/15	Year End Outturn 2014/15	RAG	Change e.g. Improved / Downturned
Education & Youth						
EDU/002(i): The percentage of all pupils (including those in local authority care), in any local authority maintained school, aged 15 as at the preceding 31 August that leave compulsory education, training or work based learning without an approved external qualification <i>Annual PI</i>	NSI / PAM	0.72%	0.30%	0.12%	G	Improved
EDU/002(ii): The percentage of pupils in local authority care in any local authority maintained school, aged 15 as at the preceding 31 August that leave compulsory education, training or work based learning without an approved external qualification <i>Annual PI</i>	NSI	72%	3%	3%	G	Improved
EDU/003: The percentage of pupils assessed at the end of Key Stage 2, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher Assessment <i>Annual PI</i>	NSI / PAM	85%	86.20%	86.10%	A	Improved
EDU/004: The percentage of pupils assessed at the end of Key Stage 3, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher Assessment <i>Annual PI</i>	PAM	79.99%	82%	84.30%	G	Improved
EDU/006(ii): The percentage of pupils assessed, in schools maintained by the local authority, receiving a Teacher Assessment in Welsh (first language) at the end of Key Stage 3 <i>Annual PI</i>	NSI	6%	TBC	4.60%	N/A	Downturned
EDU/011: The average point score for pupils aged 15 at the preceding 31 Aug, in schools maintained by the local authority <i>Annual PI</i>	NSI / PAM	526.73 Points	542.2 Points	548 points	G	Improved
EDU/015(a): The percentage of final statements of special education need issued within 26 weeks including exceptions <i>Annual PI</i>	NSI	92.31%	90%+	92.30%	G	Maintained
EDU/015(b): The percentage of final statements of special education need issued within 26 weeks excluding exceptions <i>Annual PI</i>	NSI	100%	100%	100%	G	Maintained
EDU/016(a): The percentage of pupil attendance in primary schools <i>Annual PI</i>	PAM	94.16%	94% - 95%	94.8%* Provisional Data, awaiting validation	G	Improved

Indicator	NSI / PAM	Annual Outturn 2013/14	Annual Target 2014/15	Year End Outturn 2014/15	RAG	Change e.g. Improved / Downturned
EDU/016(b): The percentage of pupil attendance in secondary schools <i>Annual PI</i>	PAM	93.33%	93% - 94%	93.80%	G	Improved
EDU/017: The percentage of pupils aged 15 at the preceding 31st August, in schools maintained by the local authority who achieved the Level 2 threshold including a GCSE grade A*-C in English or Welsh first language and mathematics <i>Annual PI</i>	NSI / PAM	62.15%	66.20%	61.90%	A	Downturned
SCC/002: The percentage of children looked after at 31st March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months <i>Annual PI</i>	NSI	14.75%	10%	18%	A	Downturned
SCC/037: The average external qualifications point score for 16 year old looked after children, in any local authority maintained learning setting <i>Annual PI</i>	NSI	225.33 Points	192 Points	358 points	G	Improved

Indicator	NSI / PAM	Annual Outturn 2013/14	Annual Target 2014/15	Year End Outturn 2014/15	RAG	Change e.g. Improved / Downturned
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CHIEF OFFICER REPORT RISKS SUMMARY - YEAR END 2014/15

CO Report	Risk Type	Risks (summarised)	Net Risk Score				Target Score
			Mid Year 2014/15		Year End 2014/15		
Governance	Operational	Internal Customer Service - helpdesk telephone response times, resolution of helpdesk calls	A	↑	A	↓	G Sept '15
	Operational	Demand Management	A	↑	A	↔	A Dec '15
	Operational / Project	Budget Constraints to meet increased demands for technology.	A	↑	A	↔	A Sept '15
	Operational	Asset Management - Ensuring that all asset information is recorded accurately and maintained	A	↔	A	↔	A Dec '15
	Operational	Change Management - ensuring that we implement change in a structured and coordinated way that reduces risk	A	↔	A	↔	G Dec '15
	Operational	Capacity to meet requirements of Organisational Change	A	↔	A	↑	G Apr '16
	Collaboration	Keep up the pace of collaboration to maximise procurement efficiencies through the use of the National Procurement Service and Welsh Procurement consortium frameworks.	G	↔	A	↑	G Dec '15
	Operational	Ensure the internal adoption of revised procurement practice and process	A	↔	A	↔	G Dec '15
	Project	Having the creativity to apply community benefit clauses within contracts	A	↓	A	↓	G Dec '15
	Operational	Internal Procurement support - capacity issues in relation to response times to support service areas	New Risk		A	↑	G Apr '16
	Operational	Council's failure to comply with the statutory timescale for responding to FOI Act requests	R	↑	R	↔	A Mar '16
	People & Resources	Operational	Delayed implementation of the proposed Disclosure and Barring Service Policy	A	↔	G	↑
Operational		Resources to support increased service demand to support organisational change	A	↔	G	↑	G Mar '15
Project		Completion of all outstanding queries relating to appeals and maintenance for single status	A	↔	G	↓	G Mar '15
Education & Youth	Operational	Lack of clarity about funding levels and arrangements for Grant funding following consolidation of 11 grant areas into one (Education Improvement Grant) by Welsh Government	A	↑	A	↑	A Jan '15
	Operational	Capacity to meet requirements of organisational change	A	↑	A	↑	A
	Operational	Maintaining performance and morale in face of reductions to staffing complement.	A	↑	A	↑	A
	Collaborative	Uncertainty on development of regional services, e.g. through National Model	A	↔	A	↔	A
	Operational & Collaborative	Growing over-reliance on external providers, e.g. Community Asset Transfer Programme	A	↑	A	↑	A
Social Services	Operational	Resilience of the Independent Sector: (a) Care home capacity for residential care (b) Recruiting and retaining high quality nursing staff for residential care	R	↔	R	↔	A Mar '16
	Project	Single Point of Access (The RAG refers to overall risk for the project, based on the assumption that the regional collaboration funding will continue until 2016. A detailed risk log is maintained by the SPOA Board.)	A	↔	A	↔	A
	Operational	Decline in nationally reported performance in some areas of Children's Services	A	↓	G	↓	G Mar '15
Transportation Streetscene	Operational	Maintaining the Councils vehicle operator's Licence ('O' Licence)	A	↑	A	↑	A
	Operational	Not achievement of Recycling and LAS targets	A	↑	G	↔	G 2025
	Project	NWRWTP (RAG represents overall risk level. A risk log is maintained and is regularly updated by the project board.)	A	↔	G	↔	G 2018
	Strategic	Loss of concessionary fares admin budget	A	↑	G	↑	G May '15

CHIEF OFFICER REPORT RISKS SUMMARY - YEAR END 2014/15							
CO Report	Risk Type	Risks (summarised)	Net Risk Score				Target Score
			Mid Year 2014/15		Year End 2014/15		
	Operational	Volatility in the value of recyclable material	A	↑	A	↑	A
Planning & Environment	Operational	Delivery of LDP	A	↔	A	↔	A
	Operational / Collaborative	Legislative Changes	G	↔	G	↓	G
	Operational	Capacity of service to deliver changes required by Heritage Bill	A	↔	A	↔	A
	Operational	Vacant affordable housing officer post	A	↔	A	↔	G 2015/16
	Operational	Maintaining performance in face of reduced staffing levels	A	↔	A	↔	A
	Operational	Management of development of new IT systems to support service delivery	A	↑	A	↑	A 2015/16
	Operational	Upturn in building trade and downturn in staffing in Building Control affecting service delivery and performance (Downturn in performance for KPI's during Q1 and Q2)	A	↑	A	↑	A 2015/16
	Operational	Vacancy of Corporate H&S advisor since May 2014, coupled with loss of Asst H&S advisor in September 2014 due to officer leaving the Authority. Impact on service delivery and support for new Portfolio areas.	A	↔	G	↓	G 2015/16
	Community & Enterprise	Operational / Project	The current budget challenges places a risk to ongoing service delivery especially for non statutory services.	A	↑	A	↔
Operational		The level of rent arrears in the HRA arising from Welfare Reform requires close monitoring and may need policy change to protect income going forward.	A	↔	A	↓	G 2015/16
Project		The SARTH project faces a possible financial risk as a key regional partner outside of Flintshire has recently decided to delay the implementation of the common register.	A	↑			
Organisational Change (1)	Operational	Reduction in capacity of libraries' management team leading to reputational risk around delivery deliver on national initiatives	A	↔	A	↔	A
	Operational	Insurance claim for temporary closure of Deeside Ice Rink (Easter 2014, £64k)	A	↓	A	↓	G TBC
	Operational	Potential reduction or end of Families First grant funding to support delivery of the summer play scheme programme (currently £81k)	A	↔	A	↓	G TBC
	Operational	Closure of Mold Leisure Centre's ATP on health & safety grounds due to inability to meet cost of replacement floodlighting (£56k)	A	↔	A	↓	G TBC
Organisational Change (2)	Operational	Future workloads reducing with resultant need to review service team structure and resource levels	R	↑	R	↔	G TBC

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 6 JUNE 2015**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **LSB & STRATEGIC PARTNERSHIPS**
PERFORMANCE - END OF YEAR REPORT 2014/15

1.00 **PURPOSE OF REPORT**

- 1.01 To note the status of each of the strategic partnerships.
- 1.02 To note and endorse the end of year assessments for the progress of the Local Service Board Priorities.

2.00 **BACKGROUND**

- 2.01 The Flintshire Local Service Board (LSB) under its Terms of Reference has five principal roles:
 - 1. Effective and trusting partnership relationships as a set of local leaders.
 - 2. Discharging the responsibilities of an LSB - this includes producing a meaningful and fit for purpose Community Strategy.
 - 3. Consistent and effective governance and performance of strategic partnerships.
 - 4. Identifying common issues as public bodies/employers.
 - 5. Promoting collaboration in the design and provision of local public services and to make best economic use of local partner's resources, such as people, money, assets and technology.
- 2.02 The LSB has published its Single Integrated Plan, focussing on four priorities and supported by the work of LSB related strategic partnerships.

3.00 **CONSIDERATIONS**

- 3.01 Flintshire's Local Service Board adopted the four priorities of the Local Service Board in July 2012. These priorities are:

- Priority 1: Lead by example as employers and community leaders
 - Priority 2: People are safe
 - Priority 3: People enjoy good health, wellbeing and independence
 - Priority 4: Organisational environmental practices
- 3.02 As previously reported all four priorities have detailed programme plans, governance and reporting arrangements, and integrate with the Council's Improvement Plan.
- 3.03 The Single Integrated Plan, as endorsed by Cabinet in May 2014, in effect brings together these commitments and activities into one plan.
- 3.04 The accompanying Appendix A provides an end of year assessment for these priorities.
- 3.05 A review of these priorities is currently being undertaken to ensure that existing priorities are still valid taking into account local, regional or national progress and change.
- 3.06 Consideration is being given as to how the LSB ensure that existing plans and needs assessments link into local and regional priority setting going forward.
- 3.07 Priority Leads have also been asked to consider whether work being undertaken through existing priorities should continue as an LSB priority for 2015/16 or whether they could be mainstreamed. There may be other areas of work that need to be given LSB priority.
- 3.08 On 29th April 2015, the Well-being of Future Generations (Wales) Act 2015 became law in Wales.

The Act:

- identifies goals to improve the well-being of Wales;
 - introduces national indicators, that will measure the difference being made to the well-being of Wales;
 - establishes a Future Generations Commissioner for Wales to act as an advocate for future generations;
 - puts local service boards and well-being plans on a statutory basis and simplifies requirements for integrated community planning.
- 3.09 Welsh Government will be consulting on guidance for the implementation of the Act over the summer.
- 3.10 The intention is that Public Service Boards will come into force from April 2016.

3.11 The work of the current Local Service Board is supported by key related strategic partnerships as follows:

- People are Safe Board
- Health, Well-being and Independence Board
- Youth Justice Executive Management (YJEM) Board
- Employment, Skills and Jobs Project Board
- Housing Partnership Board
- Regeneration Partnership Board.

3.12 A proposal to dissolve both the Housing and Regeneration Partnership Boards is moving through the Scrutiny process with a proposal to form a combined stakeholder group. The approach proposed includes use of an online communication channel/forum, with an annual or bi-annual meeting as required. Additional task and finish groups could then be established if required to progress particular pieces of work.





3.13 A summary of the progress against milestones, activities and confidence in outcomes is shown below against the four priorities of the LSB.

3.14 'Progress' shows achievement against scheduled activity and has been categorised as follows:

- RED: Limited Progress – delay in scheduled activity; not on track
- AMBER: Satisfactory Progress – some delay in scheduled activity, but broadly on track
- GREEN: Good Progress – activities completed on schedule, on track

3.15 An assessment of our level of confidence in achieving the 'outcome(s)' has been categorised as: -

- RED: Low – lower level of confidence in the achievement of the outcome(s)
- AMBER: Medium – uncertain level of confidence in the achievement of the outcome(s)
- GREEN: High – full confidence in the achievement of the outcome(s)

Single Integrated Plan Priorities	Progress	Outcome
1. Lead by example as employers and community leaders		
2. People are safe		

-
- 3.16 For Priority 4: Organisational environmental practices, the LSB have agreed that an annual report on carbon reduction would be presented only. With much work focusing on reviewing assets and joint teams, it was agreed that physical asset sharing could be included in this priority. This would provide the focus required as previously climate change was too broad as a priority.
- 3.17 The reports have been formatted to reflect the good practice adopted by the production of the Council's Annual Performance Report 2013/14 and have taken into account potential improvements raised by the Wales Audit Office such as providing a balanced view of performance during the year.
- 3.18 These end of year reports will be reported in various ways:
- To the Organisational Change Overview and Scrutiny Committee in 23rd July 2015.
 - To the Local Service Board meeting on 21st May 2015.

4.00 RECOMMENDATIONS

- 4.01 That Members note the progress made in the end of year reports and endorse the commitments made.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The Council's Medium Term Financial Plan is aligned to resource the Council's contribution to these partnership priorities.

6.00 ANTI POVERTY IMPACT

- 6.01 Welfare Reform is a sub priority of Priority 3: "People enjoy good health, wellbeing and independence".

7.00 ENVIRONMENTAL IMPACT

- 7.01 "Organisational environmental practices" is Priority 4 within the SIP.

8.00 EQUALITIES IMPACT

- 8.01 Equalities will be taken into consideration through any policy changes determined by the Plan and its implementation.

9.00 PERSONNEL IMPLICATIONS

- 9.01 Any personnel implications for the Council will be considered through any relevant changes determined by the Plan and its implementation.

10.00 CONSULTATION REQUIRED

- 10.01 Consultation with the Organisational Change Overview and Scrutiny

Committee is planned.

11.00 CONSULTATION UNDERTAKEN

11.01 All Local Service Board partners and respective delivery boards and partnerships have contributed to the development of the end of year reports.

12.00 APPENDICES

12.01 Appendix A: SIP Priority End of Year Performance Reports 2014/15.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

None.



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**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

**PRIORITY 1
Strategic Partnership / LSB Priority Delivery Board
Employment Skills and Jobs Board – formerly Apprenticeship,
Entrepreneurship and Work Experience Board**

In 2014/15 we intended to:

<p>Priority: Priority Lead by example as employers and community leaders.</p> <p>In 2014/15 we intended to:</p> <p>Sub priority areas:</p> <ol style="list-style-type: none"> 1. 1Protect and promote the well-being of our employees, volunteers & the community. 2. Support lifelong learning & employability of our employees & volunteers. 3. Improve the education, training & employment prospects for young people up to 25 years of age. 		
Progress status	Progress RAG 	Outcome RAG 
What we did in 2014/15	<p>2014 / 2015, delivery was focused on the third sub priority:- Improve the education, training and employment prospects for young people up to 25 years of age as follows:</p> <ul style="list-style-type: none"> • Work with the public, private and voluntary sectors to increase the number of apprenticeships, traineeships and work experience opportunities. • Communicate the range of apprenticeship and training programmes available. • Identify the skills gaps for an increased number of apprenticeship and alternative programmes and investment in training. • Continue to develop and increase the number and range of Communities First Job Club programmes. • Support the development of the Young Entrepreneur Programme with the Flintshire Business Entrepreneurship Network. • Implement skills development programmes in partnership with local employers. <p>One of the major challenges faced by the partnership was to quantify the impact of interventions.</p>	
What went well	<ul style="list-style-type: none"> • A mapping of provision took place which highlighted which training was available in Flintshire and where this was available. 	

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

	<ul style="list-style-type: none"> • The formal review of the Employment Skills and Jobs Board was completed and the findings presented to the Board. The aim of this review was to improve the relevance, significance and the performance of the Board in order to improve opportunities for the residents of Flintshire. <p style="text-align: center;">The recommendations were two-fold:</p> <p style="text-align: center;">Split the Board between strategic and operational to ensure that topics are addressed with the appropriate level of attention from the best qualified organisational representatives. Previous combining strategic and operational issues blurred discussions.</p> <p style="text-align: center;">Once the split occurs, a Strategic Board should be in place. This would be complemented by a number of operational groups to address delivery issues.</p> <p style="text-align: center;">The main challenge remains staffing and delivering this review.</p> <ul style="list-style-type: none"> • The second year of the Flintshire elements of the National Youth Engagement and Progression Framework was completed locally and endorsed by Welsh government. A system of regular liaison meetings with them and are building up an excellent working relationship with the representative. <p style="text-align: center;">To deliver the Youth Engagement and Progression Framework, a member of staff has been seconded from Careers Wales to the inclusion team at Flintshire Council.</p> <p style="text-align: center;">A delivery network has been set up for the lead workers in Flintshire.</p> <ul style="list-style-type: none"> • Self-Employment continues to illustrate improvement for young people, particularly with the success for Dragons' Den. At a Dragons' Den Event in May we had more than 20 businesses that successfully received support from the Dragons' and they held an inspiring celebration event in June and November for achievement. <p style="text-align: center;">A WASPI (Welsh Accord for the Sharing of Personal Information) is agreed by partners and is awaiting sign off</p>
<p>What did not go so well</p>	<p>The WASPI is taking a long time to be quality assured and by the end of the year was not "signed off".</p> <p>The length of time that the CAP is taking is preventing our promotion of awareness of programmes however this is something that Welsh government is working towards this year and is due to go "live" in the summer of 2015. This will improve</p>

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

	access to Labour market intelligence greatly.
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Our evidence for this is:

(i) Achievement milestones

- Provision mapping completed
- Partnership review undertaken
- Youth Engagement and Progression Framework
- WASPI in place
- Employers' Promise signed

(ii) Achievement measures

- The landmark milestone is a reduction in unemployment for those under the age of 25 and the target for next summer has already been surpassed. There is still lots of work to do to ensure that it does not creep back up again.

Achievement Measures	Baseline Data (Summer 2013)	2014/15 Target (Summer 2015)	Q1 Outturn February 2015 *
Reducing the percentage of 18 – 24 year olds claiming Jobseekers Allowance	5.7%	4.9%	3.3
Reducing the number of 18 – 24 year olds claiming Jobseekers Allowance for at least 6 months	1%	0.9%	0.5
Reducing the number of 18 – 24 year olds claiming Jobseekers Allowance for at least 12 months	0.8%	0.7%	0.4

(iii) What we will do in 2015 onwards



The next steps for the Board are:

- Implement the reviewed Board structure
- WASPI signed up to by all partners once this happens we become a “green” partnership with Welsh government
- Implementation of the Youth Engagement and Progression Framework
- Monitoring of the Employers' Promise framework

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

**PRIORITY 2
Strategic Partnership / LSB Priority Delivery Board
People are Safe**

In 2014/15 we intended to:

<p>Priority: People are Safe</p> <p>In 2014/15 we intended to:</p> <p>1.Sub priority: Domestic Abuse and Sexual Violence</p> <ul style="list-style-type: none"> ▪ People are more confident, and aware, to report domestic abuse and sexual violence offences ▪ Young people are aware of the nature and implications of sexual violence, and where to access support ▪ Deal effectively first time with high risk cases of domestic abuse through successful MARAC intervention <p>2.Sub priority: Acquisitive Crime</p> <ul style="list-style-type: none"> ▪ Identify locally emerging trends in relation to acquisitive crime and develop targeted and appropriate responses to those trends ▪ Jointly address those who cause the greatest harm in our communities <p>3. Anti-Social Behaviour</p> <ul style="list-style-type: none"> ▪ Support high risk and repeat victims of anti-social behaviour ▪ Providing appropriate interventions to locally identified anti-social behaviour problems in our communities <p>4. Substance Misuse</p> <ul style="list-style-type: none"> ▪ Improving availability and quality of education, prevention and treatment services and related support, with the emphasis on the relationship between alcohol, drugs and crime 		
Progress status	Progress RAG 	Outcome RAG 
What we did in 2014/15	<p><u>Sub priority 1: Domestic Abuse and Sexual Violence</u></p> <ul style="list-style-type: none"> ▪ Developed action plan for the promotion of the 'White Ribbon' campaign ▪ Convened monthly MARAC meetings ▪ On-going delivery of the 'Cat's Paw' productions in schools ▪ Regional working in respect of the 10,000 Safer Lives initiative ▪ Commenced a domestic homicide review <p><u>Sub priority 2& 3:Acquisitive Crime&Anti-Social Behaviour</u></p> <ul style="list-style-type: none"> ▪ Multi-agency ASB Tasking meetings ▪ Multi-agency Crime Tasking meetings 	

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

	<ul style="list-style-type: none"> ▪ Implemented some of the requirements of the new anti-social behaviour legislation (Anti-Social Behaviour, Crime and Policing Act 2014) ▪ Promoted 'Hate Crime Awareness Week' ▪ Formed a 'Community Tension Monitoring and Hate Crime Group' <p><u>Sub priority 4</u> : Substance Misuse</p> <ul style="list-style-type: none"> ▪ The Area Planning Board Team are working across North Wales to review the effectiveness of alcohol services, mapping work is being carried out within Flintshire for all alcohol services and what is currently provided by primary services through to residential services so that demand reduction can be addressed. ▪ Other than internal contracts held by FCC, all other services receiving funding through the Substance Misuse Action Plan Fund (SMAF) have been reviewed.
<p>What went well</p>	<p><u>Sub priority 1</u>: Domestic Abuse and Sexual Violence</p> <ol style="list-style-type: none"> 1. The average repeat victimisation for the Flintshire MARAC stands at 23%, which exceeds the nationally set target of 28%. 2. Young people accessing the 'Cat's Paw' theatre productions in educational setting. 10 schools and 1 Pupil Referral Unit engaged in 2014/5 (the target set for this year was 6 schools). 3. Flintshire County Council became the first local authority in North Wales to receive 'White Ribbon' accreditation for the work undertaken to tackle domestic abuse <p><u>Sub priority 2& 3</u>:Acquisitive Crime&Anti-Social Behaviour</p> <ol style="list-style-type: none"> 1. Adopted multi-agency approach to tackling the rise in distraction burglaries. 2. Adopted multi-agency approach in terms of targeting the needs of specific minority groups within our communities. 3. Neighbourhood Wardens have visited the majority of sheltered schemes to provide advice and low level security equipment in respect of doorstep crime. 4. Multi-agency working group formed to consider the Implications of the new Anti-Social Behaviour legislation.

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

	<p><u>Sub priority 4</u> : Substance Misuse</p> <p>1. Agreement of the priority areas which will form the foundation for the North Wales Commissioning Strategy. They are:</p> <ul style="list-style-type: none"> ▪ Improve how we work together ▪ Improve equity of service ▪ Promote a sustainable recovery journey ▪ Adopt an approach that considers the whole family ▪ Provide for the needs of children and young people ▪ Reduce the impact of substance misuse on communities <p>2. There has been a significant improvement in waiting times and cases closed for substance misuse services during 2014/5. The targets set by the Welsh Government for both these areas have been achieved.</p>
What did not go so well	No problems identified at present

Our evidence for this is:

(i) Achievement milestones

- Delivery of the work programme for the North Wales Safer Communities Board
- Partnership approach to consider the implications of the Anti-Social Behaviour Act 2014
- Agreed timescales for conducting the Domestic Homicide Review, and commenced proceedings
- Undertaken self-assessment of the People are Safe Board

(ii) Achievement measures

- Number of domestic violence incidents reported to North Wales Police
- Number of sexual offences reported to North Wales Police
- Well informed young people in relation to sexual violence (monitored via post intervention surveys)
- Number of cases referred more than once to MARAC
- Number of reported offences of acquisitive crime
- Number of offences committed by repeat offenders in relation to acquisitive crimes
- Number of repeat high risk victims of anti-social behaviour
- Number of reported anti-social behaviour incidents
- Meeting the Welsh Government's Key Performance Indicator on substance misuse services

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**























(iii) What we will do in 2015 onwards

The sub priorities of the People are Safe Board are in the process of being reviewed to reflect the requirements of the Strategic Assessment and North Wales Community Safety Plan. The Board has also undertaken a consultation exercise with members of the different delivery groups to review performance, and ensure the partnership continues to be 'fit for purpose'.

These changes will be formally reported to the LSB at its next meeting.

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

**PRIORITY 3
Strategic Partnership / LSB Priority Delivery Board
Health, Wellbeing and Independence Board**

Priority: People Enjoy Good Health, Wellbeing and Independence (Priority 3)		
In 2014/15 we intended to:		
	Progress	Outcome
Ensure that the commitments made within the regional and county level action plans to take forward the Statement of Intent are implemented		
Support and provide leadership where necessary to ensure that the Intermediate Care Fund project delivers against the commitments made		
Expansion of the Flying Start to provide service to an additional 198 children		
With reference to the End of Strategy Report completed for both the Health, Social Care and Wellbeing Strategy (see above) and Children and Young Peoples Plan, Identify further or additional priority areas for action for this Board and/or advocate for consideration through other Single Plan priority delivery.		
Strengthen the performance management role of the HWIB		
Open a Flying Start Centre at the Bryn Deva School Site in the autumn of 2014		
Respond to recommendations within the report into Partnership Developments (see above)		
Identify an appropriate mechanism through which to take forward cross cutting health improvement actions that support health, wellbeing and independence		
Place a greater emphasis on preventing homelessness		
Continue to provide advice and support services to help people protect their income		
Support the implementation of Universal Credit (UC) within the Shotton Jobcentre Plus area		

What we did in 2014/15	<p>Developed and implemented a programme of work in response to the Intermediate Care Fund.</p> <p>Developed the Single Point of Access to become operational in April 2015.</p> <p>Remodelled services delivered from Orchard Way to provide a focus on progression for adults with a Learning Disability.</p> <p>Activities were completed in accordance with the Flying Start revenue and capital plans 2014-15.</p>
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**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

	<p>Tackling Poverty Partnership worked within its extended remit (increased partner agencies) to co-ordinate responses to the changes in social welfare benefit</p> <p>Single Gateway (improving access to advice and support services) extended to incorporate shared learning and capacity across partner agencies</p> <p>Support to Universal Credit claimants extended in Shotton and introduced across Flintshire</p> <p>Provided specialist benefit and money advice to residents maximising income enabling households to meet their housing costs, lifting households out of poverty and boosting spending power within the local economy</p> <p>The HWIB initiated a review of Priority 3 sub priorities and main work areas for consideration by the LSB in May 2015 (refer to separate Report)</p>
<p>What went well</p>	<p><u>Intermediate Care Fund Delivery</u></p> <p>Through the year partners from the local authority, NHS and the Third Sector have continued to deliver a wide range of initiatives using the ICF grant from Welsh Government to develop more joined up intermediate care services. Funding has supported many people in ways that have avoided hospital admission and supported people to be as independent as possible after discharge from hospital. It has also supported people from moving into residential or nursing homes until they really need to.</p> <p>Working with our partners within tight timescales to get services up and running we have increased provision and tested new services finding that in many cases demand had exceeded anticipated referrals with many positive personal stories throughout</p> <p><u>Single Point Of Access</u></p> <p>Flintshire's SPOA became operational in April 2014. Based in Preswylfa, Mold the team currently comprises FCC First Access Team and a part time Third Sector Co-ordinator. The BCUHB Falls Co-ordinator is also located within the team to build skills and capacity relating to the prevention of falls.</p> <p><u>Social Care Accolade - Living Well</u></p> <p>The Living Well service has been shortlisted for a Social Care Accolade. The service supports people with dementia to stay in their own homes rather than being admitted to residential and nursing care and for them to maintain their level of functioning in relation to daily living skills and independence.</p> <p>The service relies on multi-agency staff recognising and responding to</p>

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

	<p>early triggers and symptoms of dementia which require intervention. In addition, work has taken place to improve communication with GPs, community psychiatric nurses, occupational therapists and others, ensuring that non-essential hospital admission and long - term care is avoided</p> <p><u>SSIA – Reablement</u> A video has been made by the SSIA showing the work of the reablement team entitled “From Hospital to Home”. The video will be available to view online after the 7th May through the following link: http://www.ssiacymru.org.uk/8764</p> <p><u>Flying Start</u> Capital plan for Bryn Deva achieved.</p> <p>The Croft Nursery, Aston capital bid achieved with staff due to move in 2015.</p> <p>Sandycroft capital bid approved for commencement of work 2015-16.</p> <p>Health Visitor won national award in recognition of Flying Start service delivery, nominated by a family.</p> <p><u>Tackling Poverty Partnership</u> Extending the partnership remit to include ‘place’ ie. Housing and regeneration as a fundamental indicator of poverty</p> <p>Key partners and board members on national bodies both representing what Flintshire is doing and also bringing back shared learning and intelligence</p> <p>Single Gateway 6 month evaluation demonstrated success and further expansion</p> <p>Development of a new housing solutions service model to assist the authority to fulfil its enhanced statutory homelessness prevention duties in a person centred manner and as cost effectively as possible during 2015/16</p>
<p>What did not go so well</p>	<p>A lesson learned within Flying Start is that site visits prior to capital bids need to take place to facilitate the submission of one bid for each site, rather than having to any supplementary bids to ensure quality provision.</p> <p>Introduction of sufficient levels of suitable accommodation to remove the need to homeless households (especially those with children) to be temporarily housed, albeit in an emergency, within Bed and Breakfast accommodation.</p> <p>BCUHB is still in the process of confirming which staff resources will be part of the new Single Point of Access. BCUHB have not had an</p>

**LOCAL SERVICE BOARD
END OF YEAR REPORT 2014/15**

	existing team unlike FCC as a starting point and the staff that do process and screen referrals also undertake other duties, making it difficult to release those members of staff. In addition, the pressures within the acute setting have delayed the process somewhat due to the shift in priorities for a period of time. This matter has been a focus for much discussion and there are a schedule of meetings taking place over the next couple of months to attempt to fully resolve this issue to ensure appropriate level of team resource within the SPOA Team.
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Our evidence for this is:

(i) Achievement milestones

- Single Point of Access became operational in April 2015
- The Flying Start Service actual numbers of children under 4 on the Flying Start Health Visitor caseload as at 31 January 2015 was 1236. The predicted number of children under 4 who will be on the Flying Start Health Visitor caseload at 1 April 2015 will be 1407. All expansion requirements have been met as per the Flying Start Delivery Plan 2014-15.
- The Flying Start Centre was opened at Bryn Deva School Site. A ministerial visit was made by Lesley Griffiths, AM, minister for communities and tackling poverty during March 2015. Working in partnership with the school and Jigsaw Playgroup, the purpose built centre provides the full range of Flying Start services under one roof. This includes parenting programmes, health sessions, an early language group and crèche facilities.
- The new Flying Start Delivery Plan for 2015-16 has been approved by Welsh Government with expansion to Holywell West (48 children); Bagillt West (58 children) and Mancot (47 children). There will be a realignment of services and WG programmes (Flying Start and Families First within the Early Years and Family Support service), along with other funded and core services. Service provision will be extended to Midwifery services and a Speech and Language Therapist, along with synergising the LAP grant with the Flying Start Early Language Development entitlement. A new project finance support post will be recruited to develop robust financial management systems and controls.
- A capital bid to remodel Sandycroft Youth Centre on the Sandycroft County Primary School site, has been approved for 2015-16; in partnership with Sandycroft School and Youth Services.
- Introduction of the Universal Credit pilot in Shotton, in partnership with DWP in April 2014 followed by further extension of claimant entitlements in July and October. Additional UC services available at Flint and Mold from February 2015.

(ii) Achievement measures

- Between mid April 2014 and the end of March 2015 there were over 90 residential admissions which supported in the main a step down from either acute or community hospitals and have been for the following reasons:-
 - To free up a bed whilst a domiciliary package is waiting to start,
 - To allow the individual further time to recuperate and increase their independence prior to returning home

LOCAL SERVICE BOARD END OF YEAR REPORT 2014/15

- To enable time to consider their discharge destination and enable decisions to be made in a more enlightened way.
- The average length of stay in the ICF bed was 14 days at a cost of £913.49. Had the person remained in hospital for this length of time the associated costs would have been £4802, based on a figure of £343 per day. The ICF project has the potential to save on average £3888.51 per person. The savings attributed to 90 admissions equate to £349,966, a saving to the health board.
- Our Moving and Handling project (ICF Funded) has seen excellent results in a short period of time with 2 Occupational Therapists having dedicated time (a day a week) between January and March 2015; 24 assessments were offered with 17 being accepted.
- The Extending Specialist Care in the Community Project (ICF Funded) has engaged with and raised awareness of every aspect of Dementia Care in the dementia journey, involving the general public, carers, community services and care home providers, with people with dementia being at the centre throughout. Over 600 opportunities were provided for people to benefit from this project.
- Over 135 people have benefitted from ICF Funding allocated to the Alzheimer's Society, Flintshire Care and Repair, The British Red Cross and the Neurotherapy Centre to
 - Complement reablement services to support people to live independently at home
 - Support people with dementia, and their carers, which includes short term support to enable people to access universal services and prevent social isolation
 - Help ensure people's homes are safe and secure as part of the hospital discharge process
 - Run a scheme to help people who hoard to improve their home environment and reduce associated risks of falls and poor health
- Support people with chronic neurological conditions to help them manage their condition
 - Flying Start quarterly Capital reports provide information on progress, milestones and spend on the capital projects undertaken during 2014/15 (Bryn Deva and The Croft)
 - Flying Start Termly Revenue monitoring reports provide information on the four entitlements and meeting budgetary and planned milestones.
 - Prevention of homelessness – 85.17% (84.89% 2013/14)
 - Numbers of homeless households placed in Bed and Breakfast accommodation – 124 households (22.8 days average stay) (115 households in 2013/14)
 - Numbers accessing services through the Single Gateway – 2014/15 (numbers will be shared when available)
- Amount of monthly debt managed as a result of advice provided by the Money Advice Service – £1.2m during 2014/15
- Number of Flintshire residents assisted by FCC to claim additional Social Security and Tax Credits – 1,522 residents (generated £3.1m additional income) (2013/14 – 1,600 residents supported; generated £2.8m additional income)

(iii) What we will do in 2015 onwards

The HWIB are currently revising its sub priorities and key areas for work for 2015-17,

**LOCAL SERVICE BOARD
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with proposals being submitted in a separate paper to the LSB at this meeting (May 2015) for consideration.

In addition to any proposals agreed by the LSB, partners will continue to:

- Meet the requirements of the Flying Start delivery plan for 2015-16.
- Help children, young people and families, in or at risk of poverty achieve their potential
 - Provide advice and support services to help Flintshire residents protect their income
 - Support the implementation of Universal Credit (UC) within Flintshire
 - Help residents to access funding support to improve the thermal efficiency of their homes
 - Deliver energy efficiency measures to Council homes
 - Develop the Single Point of Access to include a broader representation of staff from within the partnership.

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (SOCIAL SERVICES)**

SUBJECT: **ANNUAL COUNCIL REPORTING FRAMEWORK (ACRF)**

1.00 PURPOSE OF REPORT

1.01 To consider the draft annual report on the effectiveness of the authority's social care services and priorities for improvement.

2.00 BACKGROUND

2.01 Every Officer holding the portfolio of statutory Director of Social Services is required to produce an annual report summarising their view of the authority's social care services and priorities for improvement.

2.02 The draft annual report for 2014/2015 is attached as Appendix 1. The report is intended to provide the public with an honest picture of services in Flintshire and to demonstrate a clear understanding of the strengths and challenges faced.

2.03 The report will form an integral part of the Care and Social Services Inspectorate Wales (CSSIW) performance evaluation of Flintshire Social Services. The evaluation also informs the Wales Audit Office assessment of Flintshire County Council as part of the Annual Improvement Report.

3.00 CONSIDERATIONS

3.01 The Annual Report has been prepared following an in-depth review of current performance by the Social Services Senior Management Team, Service Managers and Performance Officers. The improvement priorities contained within the report are aligned to the priorities contained within Social Services Business Plan for 2015/16 and associated efficiency plans.

3.02 A Member Task and Finish meeting has shaped the key messages contained within the report and Members have given a steer on the final style of the document which will be produced in a user friendly style by Double Click.

- 3.03 The report has been developed in sections that reflect the key themes contained within the Social Services and Well Being Act. The alignment of our assessment and future priorities to the Act was an approach that was positively received by CSSIW last year.
- 3.04 Our overall assessment is that Social Services in Flintshire continue to drive forward service improvement, ensuring we have an effective range of good quality services that support and protect vulnerable people. Through our assessment we can show that we have:
- 3.05 We have much to celebrate:
- Evidence of good progress across Adult social services
 - Evidence of good performance in children's services but a recognition that this needs to be more consistent within the context of significant increases in service demand
 - A creative, committed and a tireless workforce
- 3.06 A Strong council run service:
- Corporate ownership of the social care agenda with professional leadership and management of risk
 - A shared safeguarding agenda reflected in the Improvement Plan
 - Attentive and supportive senior politicians
- 3.07 Strong and committed leadership team:
- New Social Services Team in place to drive forward a more integrated structure that has a clear focus on supporting families
 - Strong financial management with a focus on delivering personal outcomes for vulnerable people
- 3.08 The report reflects our assessment that we are well placed to respond to the challenging financial environment and to increasing service demands, and are realistic about the size of this challenge.
- 3.09 The draft report also reflects key improvement priorities for 2015/2016 which include:
- a. exploring opportunities to operate through **alternative delivery models**
 - b. maximising the interface between **preventative and early intervention services** as part of the support we offer vulnerable children, young people and families
 - c. preparing for the **new / additional safeguarding requirements** of the Social Services and Wellbeing Act

- d. plans to develop further awareness and profile of the Council's approach to **Safeguarding** which includes the wider issues of prevention of human trafficking and sexual exploitation
- e. **refocusing day care.** In line with the Social Services and Wellbeing Act we will look at how we can support people to access universal and community based day activity whilst ensuring that vulnerable people are supported
- f. **developing a 'progression model' of support for people with learning disabilities.** The progression model builds and supports people strengths and enables them to live as independently as possible
- g. **remodelling dementia services.** We have developed an action plan for strengthening dementia services. We will work locally and with BCUHB across North Wales to deliver this plan which will include a strong focus on how we can develop dementia friendly communities
- h. **reviewing supported living arrangements.** We will consult with people about alternative arrangements to providing supported living support In House. This discussion will also explore how we can support people in a more flexible, person centred way
- i. **reviewing and realigning funding with partners.** We will work closely with partners to target funding where it will be most effective
- j. increasing the number of adults, children and young people supported through a **Direct Payment**
- k. **delivering a comprehensive training and support programme** for staff to ensure they are ready for the new Social Services and Wellbeing Act
- l. implementing a **Single Point of Access**
- m. developing **Extra Care** in Flint and Holywell
- n. continuing to **work with BCUHB** and seek to enhance the way we work together at a strategic and operational level
- o. developing and enhancing our approach to **quality assurance** across our services, ensuring that we hear the voices and experiences of children, young people, service users and carers.

4.00 RECOMMENDATIONS

4.01 Cabinet are asked to consider whether the draft report provides an accurate and clear account of social care in Flintshire and to agree publication.

5.00 FINANCIAL IMPLICATIONS

5.01 The priorities identified within the report are aimed at delivering service improvements, improving outcomes and meeting local needs within the context of achieving challenging financial efficiencies and value for money.

5.02 Priority actions contained within the report have been identified for delivery within existing resources.

6.00 ANTI POVERTY IMPACT

6.01 None arising from this report.

7.00 ENVIRONMENTAL IMPACT

7.01 None arising from this report.

8.00 EQUALITIES IMPACT

8.01 The improvement priorities are aligned to our service business plan and service efficiencies. Where appropriate equality impact assessments have been undertaken on the associated priorities.

9.00 PERSONNEL IMPLICATIONS

9.01 Improvement priorities may have associated personnel implications which will be separately detailed as part of our efficiency programme.

10.00 CONSULTATION REQUIRED

10.01 The draft report has been considered and endorsed by Social Care and Health Overview and Scrutiny Committee.

11.00 CONSULTATION UNDERTAKEN

11.01 A Members Task and Finish meeting was held on 2 April 2015. The meeting informed the key messages included within the draft report.

11.02 The draft report was considered and endorsed by the Social Care and Health Overview and Scrutiny Committee on 8 May 2015.

12.00 APPENDICES

Appendix 1 – Draft Annual Report 2014/2015

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

None

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Flintshire County Council

**Annual Social Services Performance Report
2014-2015**

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Glossary

This document provides a summary of our annual self assessment. If you receive a service from us please let us know if you think this report is a fair description of your experiences. Your views matter to us and are crucial if we are to continue to improve what we do and deliver on our future priorities.

If you are reading this on the web then there are links (in bold) throughout the document if you want to read more about individual projects. For words underlined there is a glossary at the end of the document that may help explain unfamiliar words and terms.

We welcome your comments on the format of this report, particularly whether it includes information that is helpful and of interest to you in a suitable format.

You can write or email:

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Introduction

This is our fourth Annual Report on the performance of Social Services in Flintshire. The report reflects performance in the County in 2014-2015 which has been a really momentous year of change for the service. There is much to celebrate and staff have worked hard throughout the year to support vulnerable adults, children, families and carers.

In March 2015 we received our Annual Improvement Report from the Wales Audit Office. The report states 'There has been good progress in Adult social services but the performance of children's services has been less consistent in the face of increasing demand'. We consider this to be a fair impression of where our services currently are in terms of performance. There has indeed been an increase in the pressure on Children's services this year, demonstrated for example by a 70% increase in contacts/referrals to Children's Services, creating additional demand on services. Nevertheless positive performance has been provided in almost all areas of adult services and many areas in Children's Services but we recognise the need to do more to ensure all our services reach the standards of best practice.

The Social Services and Wellbeing Act (2014) passed into statute last year and will be fully implemented by April 2016. This is a significant milestone for social care in Wales as the delivery of high quality social care that promotes well-being will be a critical challenge, not just for Social Services but for the whole council, the wider public sector and the wider community. We have been planning in line with the 6 main themes of the Act for some time but the Act still marks a 'water shed' as we will need to achieve some radical change in a very challenging financial context.

Social Services is a strong council run service in its own right but of course needs to be firmly embedded in the corporate body and the overall key priorities for the Council. This has been further strengthened this year with the Council approving a new Operating model at Senior Management Level, with the introduction of a one tier Chief Officer Team, reporting directly to the Chief Executive. The role of Chief Officer, Social Services, is co-located with Chief Officer Colleagues working across the Council, which has enabled a cohesive, can do approach for the corporate team. In addition, there has been considerable change at Senior Manager level in Social Services with a brand new team of Senior Managers, working in a different way concentrating on the needs of families, with all Managers having a role both in Children's and Adult Services.

Flintshire Social Services continues to take forward the adoption of modern and effective working practices which support our staff better and improve our service offer for the people that rely on our services. We continue to develop agile working, for example in our much improved successful new modern office environment for Children's Services in Flint, with much more supportive conference facilities for children and families. We are also currently finalising arrangements for our new multidisciplinary Single Point of Access Service based at Preswylfa, Mold.

In 2014 Flintshire committed itself to older people by signing the Dublin Declaration, part of a national agreement to create an age friendly community. Flintshire has a very strong network of active 50 forums and groups and their steadfast support in developing age friendly communities is really remarkable.

We know the challenges for our services are very real and we operate in a context of increasing service demand, greater complexity of need and a very challenging budgetary position. We have worked hard to develop a business plan which sets out a range of approaches to deliver £2 million financial efficiencies in 2015/16. Some of these proposals involve difficult choices about how services are targeted and delivered. The proposals for 2015/2016 include:

- Targeting day care, respite and short term breaks to those with greatest need
- Consulting on the potential to refocus the role of In House Supported Living
- Reducing management posts
- Delivering efficiencies, and taking a more targeted approach to funding

Some of the approaches will require detailed and sensitive consultation with people, and partner organisations, to ensure their voice informs and shapes how we move forward.

As part of our overall approach we are exploring opportunities to operate through alternative delivery models e.g. mutuals, social enterprises and co-operatives. In particular we think there are real opportunities for looking at alternative delivery models for our work opportunity services for people with learning disability. Exploring, and where appropriate, moving to alternative delivery models plays an integral role in protecting, and in some cases improving services and making them sustainable. Our overriding principle is to protect services, and outcomes for vulnerable people, whilst changing the delivery mechanism.

Critically we have a strong and committed leadership team to help us manage these changes, with attentive and supportive senior politicians, and a creative, committed and a tireless workforce who go the extra mile for people every day in Flintshire. This is evident from the many complimentary letters we receive and some of the accolades and positive inspections you will read about in this report. However, we are in no way complacent and know how much harder we need to work to introduce further successful change, in a difficult financial climate, and ensure our services continue to support people well in Flintshire.

Neil Ayling
Chief Officer Social Services

(add image)

and

Councillor Christine Jones
Cabinet Member for Social Services

(add image)

A well governed and high performing council

Flintshire is a well governed and high performing Council. We have a strong Corporate identity with a Chief Operating Team providing cohesive and professional leadership. We have a robust governance framework which includes a clear set of organisational priorities, a coherent approach to financial planning/management and an effective operating model for risk management. Our arrangements for accountability and support include regular consideration of social services/social care issues at the Chief Officer Team meetings, a Modernising Social Services Programme Board that involves Senior Officers across portfolios, informal and formal Cabinet, Social and Health Care Overview and Scrutiny Committee, The Children’s Services Forum and our Joint Lifelong Learning and Social & Health Care Overview & Scrutiny Committee.

Council Priorities

We have a clear sense of purpose and direction and have set four shared priorities with our partners at a County level, and eight priorities for the Council itself. Last year we highlighted that Social Services would contribute mainly contribute to three of the Corporate Priorities and here is a summary of the things we have done to fulfil our priorities (further detail is contained within the report):

Corporate Priority	What we have done...
Improving quality of life through the promotion of independent living	<ul style="list-style-type: none"> Supported more people through <u>reablement</u> – responding to a 28% increase in referrals in 2014/15 Reduced the waiting time for OT assessments Completed 608 minor adaptations Completed 92 major adaptations to people’s homes through the Disabled Facilities Grant (DFG) process Increased the number of people supported through a Direct Payment from 302 to 388
Helping more people to live independently and well at home through integrated community Social and Health Services	<ul style="list-style-type: none"> Established an integrated Step Up/Step Down service to prevent hospital admission or facilitate early discharge 90 people were supported through Step Up/Step Down service which included reablement and physio support 15 people with dementia were supported by a project to use an EMI residential bed to assess their needs instead of assessing in a hospital ward setting Ran a Palliative Care project to increase the knowledge, skills and confidence of staff in Nursing Homes in Flintshire to support residents who are able to remain in their chosen home at the end of their life and receive palliative care in a dignified manner.
Improving the opportunities for the growing numbers of <u>Looked After Children</u> , with a focus on learning opportunities and educational attainment	<ul style="list-style-type: none"> The <u>Corporate Parenting</u> Strategy document revision was completed and ratified by Children's Services Forum. The strategy and the LA action plan for Looked After Children have been shared with school representatives. Meetings have been held to investigate data links between ONE and PARIS systems (Education and Children's Services databases.) to improve the way that information is shared and a series of options for regional working have been identified.

The 2015/16 Council's priorities and sub-priorities for action are set out in our Annual Improvement Plan, which have recently been updated, are summarised below:

Priority	Sub-Priority	Impact
Housing	Appropriate and Affordable Homes	Improving the choice and quality of local housing
	Modern, Efficient and Adapted Homes	
Living Well	Independent Living	Enabling more people to live independently and well at home
	Integrated Community Social and Health Services	
	Safeguarding	Ensuring adults, young people and children are safeguarded
Economy & Enterprise	Business Sector Growth	Creating jobs and growing the local economy
	Town and Rural Regeneration	
Skills and Learning	Apprenticeships and Training	Improving learning provision and opportunities to achieve better learner outcomes
	Modernised and High Performing Education	
Safe Communities	Community Safety	Keeping people and communities safe
Poverty	Maximising Income	Protecting people from poverty
	Fuel Poverty	
Environment	Transport Infrastructure and Services	Helping people to safely access employment, local services and facilities
	Sustainable Development and Environmental Management	Developing and protecting the environment
Modern and Efficient Council	Developing Communities	Supporting communities to be resilient
	Improving Resource Management	Supporting front line services to perform well whilst being efficient

As a Council we work collectively across service areas to deliver on the Improvement Plan. As such Social Services has a key role in delivering the Council's improvement priorities. For example we are working hard to contribute to the delivery the Asset Strategy to make the best use of the council's buildings by making sure our offices are brought into local communities and using our Flintshire Connects facilities to deliver a wide range of services. Conversely, services across the Council work to support vulnerable people and deliver priorities relating to the social care agenda e.g. through the provision of quality Housing, anti poverty work in response to Welfare Reform and making local communities viable and vibrant so vulnerable people are safe and can access local support networks.

For 2015/16 the main ways in which Social Services will contribute to the corporate priorities will be through the 3 sub-priorities under the 'Living Well' Priority that social services will directly lead the delivery of:

- 1. Improving quality of life through the promotion of independent living.**
- 2. Helping more people to live independently and well at home through integrated community Social and Health Services.**
- 3. Ensuring adults, young people and children are safeguarded**

The safeguarding sub-priority (number 3) within the Council's Improvement Plan is new for 2015-16. Safeguarding has a high Corporate profile and the new sub-priority reflects a commitment to further develop the awareness and profile of Safeguarding across the Council, including the wider issues of prevention of human trafficking and sexual exploitation.

Working Together

We continue to be proud of our longstanding track record of partnership working. The communities we serve rightly expect the statutory and third sector partners to work together, to work to shared priorities and, through collective effort, to get things done.

As a Local Service Board (LSB) we have jointly developed "**Flintshire's Wellbeing Plan: A Single Integrated Plan for Flintshire 2013-2017**". The Plan focuses on four priorities that are reviewed on a regular basis:

- **Priority 1** - Lead by example as employers and community leaders
- **Priority 2** - People are safe
- **Priority 3** - People enjoy good health, well-being and independence
- **Priority 4** - Organisational environmental practices

Working together to make an impact in these priorities is the collective aim of the LSB, realising that no single organisation can achieve them on their own; the partner organisations represented on the LSB can collectively make a positive difference for the people who live, visit and work in Flintshire.

We have previously acknowledged that in recent years, there have been challenges in ensuring effective and consistent partnership working with Betsi Cadwaladr University Health Board (BCUHB). We are encouraged by more recent working relationships, refreshed strategic direction being led by BCUHB's new Executive Board and the new operating structure currently being introduced which will have more of a locality focus. We also welcome the strengthened focus that is anticipated in relation to increasing capacity within community based services. As this new structure develops and we continue to strengthen our working relationship, we will continue to review the success and pace of partnership working with BCUHB as part of our approach to risk management.

Working with members

Elected members have a valuable role in shaping policy, setting the direction for the service and scrutinising progress. Good examples of joint working include the rigorous quarterly monitoring of the Improvement Plan, half yearly Performance Reports presented for challenge and scrutiny to the Health and Social Care Overview and Scrutiny Committee, the Annual Budget Challenge and consultation on the setting of priorities and targets. Here in Flintshire we are lucky to have a committed and experienced Scrutiny Committee. Elected

members also provide an invaluable link to our communities and to the issues that are important to them.

Children's Services Structural Changes

2014/15 has been a year of transition for Children's Services with a move to the new Social Services management team structure. We now have all 3 of our Senior Managers in place and have embarked on a review of Children's Services to ensure that we are organised to support the delivery of good outcomes for children, young people and their families, with a robust focus on practice and quality. The review will inform a restructure of Children's Services that will have the following key features: stronger integration of early intervention and preventative services; stronger focus on the child's voice in the planning and delivery of services; implementation of a new single assessment that will enable Social Workers to allow appropriate time for reflection and direct work with the children/ young people and their families.

Resources

The Council has made significant progress in a number of difficult areas during the last year, including: setting balanced budgets whilst investing in key priorities, meeting growth in service demands and absorbing the cost impacts of inflation. The Council has achieved this through developing internal programmes of change and reform to make efficiencies, whilst acknowledging it still needs to strengthen aspects of its operations. The scale and pace of efficiencies required over the coming years is unprecedented; and 2015/2016 will not be any different, we will be updating, and further developing, a comprehensive Medium Term Financial Plan to ensure that we continue to respond to the medium and longer term financial challenges ahead. Within this context we were pleased to recently receive our best ever annual improvement report from the Wales Audit Office (WAO) which reflects our commitment to remain a high performing organisation which gives us good foundations to continue to delivery our priorities in the face of further financial challenges.

Overview of Flintshire Social Services

Social Services provide social care services to vulnerable adults, children and families. We provide services directly and in collaboration with partner agencies including Betsi Cadwaladr University Health Board (BCUHB), independent sector care providers, voluntary and charitable organisations. Last year we provided services to 4,323 adults and 843 children.

A significant focus of our work is safeguarding both vulnerable adults and children. Key functions include child protection work with the 75 children currently on the child protection register. We also have increasing numbers of vulnerable adults being referred to Adult Safeguarding with 416 vulnerable adults referred since 1 April 2014. Recent changes in case law have also led to a significant increase in the number of DOLS (Deprivation of Liberty) cases with 263 applications since 1 April 2014.

A large proportion of the Departments resources directly funds directly care packages for older people, people with disabilities and children. The cost of our services is currently £59 million. We spend 71% (£41.6m per annum) of our budget on direct care for vulnerable people children and adults). This is made up of £30m on direct care packages from the independent sector and £11.5m of our own In-House provision. Even though we have a high proportion of care provided by the independent sector the overall amount is lower when compared to other authorities in Wales.

There are 70 registered providers of social care operating in Flintshire. 90 percent of older people's services and physical disability services is provided by the Independent Sector; in learning disability services the balance is 60 percent. The trend will be to rebalance provision from In House services through alternative delivery models or through increased commissioning of services. In house provision will increasingly focus on specialist functions, particularly relating to dementia care.

In Children's Services there is no in house residential provision and we will increasingly be looking at how we support more children and young people to remain in a family setting as opposed to out of county residential placements. Positively, In House Fostering Services are strong, with 112 approved foster carers and another 31 going through the process. Our target to increase to 150 foster carers will help reduce our reliance on expensive foster placements with independent agencies and provide a choice of in-house fostering placements for looked-after children.

Future Horizons and Service Demand

We have well developed commissioning strategies for key services, mental health, learning disability, ageing. These give us statistical predictions for these populations.

Improvements in health services and living standards has delivered a significant improvement and life expectancy. We expect significant increases in age profile, the incidence and complexity of disability, and in long term medical conditions, which statistically mean more demand on services. Carers are more dispersed and we have very high numbers of vulnerable people living alone with weak support networks. Increasing numbers of women are in work and / or are supporting both children and elderly parents (double dependency). We are dependent on the resilience of primary health care and therefore we need to continue to integrate our planning with Health.

We are already experiencing significantly increasing demand for services from an ageing population with complex care needs. Between Quarter 1 in 2011/2012 and Quarter 1 in 2014/2015 there was a 38% increase in demand for older people services.

For children there are more child protection cases being referred to the service than 2 years ago and more looked after children. This is believed to be due to the increasing profile of abuse. There are also vastly more adults abuse cases referred due to high profile cases and increasing awareness.

We recognise that if we are to ensure that the people are supported to live good quality lives we need to continue to change the way services are designed and provided. The Social Services and Well-being Act provides a clear framework for this modernisation agenda.

Social Services and Well-being (Wales) Act

2016 will mark a new era for social care when the Social Services and Wellbeing (Wales) Act comes into force. The Act requires Local Authorities and Local Authority partners to:

- ✓ strengthen the information and advice so people know what support is out there
- ✓ improve the quality of services
- ✓ provide service users and carers with a stronger voice and real control over the services they receive
- ✓ promote equality
- ✓ bring a renewed focus on prevention and early intervention.

We are working hard to bring about the transformational change that the Act will require when it becomes legislation in April 2016. We have made sound progress in transforming and modernising our services. This report provides a flavor of the work that has been carried out so far and the changes that we have planned over the coming year. We know that the scale and pace of the change needed should not be underestimated, particularly in the context of growing demand for care and support, increasing complexity of need, and significant budgetary pressures. One of the biggest challenges that we face is how we successfully continue to meet the needs of vulnerable people whilst at the same time we need to remodel more traditional models of care, and empower people and communities to take responsibility for their own wellbeing. This agenda will bring about significant change for service users, carers, families, staff, communities and our partners. Some of this change will not always be popular and tough decisions will need to be made. The reality is that this change agenda cannot be delivered in isolation. The council, the NHS, independent, voluntary providers of care and support and local communities will need to work together to turn the Act's ambitious plans and principles into an everyday reality.

To deliver this agenda we are working to:

- Ensure that we have a unified approach across the Council so there is a consistent understanding and approach to enhancing the wellbeing of vulnerable people
- Further develop and strengthen partnership arrangements with Health and other statutory agencies, including integrated and shared services where appropriate.
- Develop a greater understanding of local need and establish new approaches to commissioning to ensure high quality, sustainable services that deliver good outcomes.

- Ensure both children and adult's services are focussed on early intervention and prevention.
- Ensure robust programme and project management to deliver sustainable change.
- Target finite resources in ways that best meet need whilst investing in the design and development of new approaches and service models.

More Say and More Control

We believe that people should have a stronger voice and real control over their lives. This requires a focus on enabling people to:

- take responsibility of their own well-being
- focus on what matters for people through personal outcomes
- be in control of the care and support they receive

This chapter sets out what we have been doing to ensure that people are placed at the centre of their care. The starting point has to be that people can find out about the support that is available. This is about people getting the right information, at the right time, without having to phone around different agencies and services.

Single Point of Access: First Contact right response

Last year we reported that we are developing a Single Point of Access (SPoA). The SPoA will be the 'front door' for information, advice and community services for adults in Flintshire regarding their health, care and well-being.

Plans to set up a SPoA in Flintshire are progressing well. We have:

- ✓ developed a 'postcard from the future' which describes our vision for the SPoA. If you are reading this report on line click here to read the postcard from 'Maureen to Beryl' ([link to postcard](#));
- ✓ introduced a member of staff from the voluntary sector to work as part of the SPoA to ensure that people receive information and advice about the range of community and voluntary support that is available in their area
- ✓ secured a location for the SPoA where staff from social services, health and the voluntary sector will work together as an integrated Team

It is important to us that we develop a SPoA that is right for Flintshire and will serve the needs of our residents, therefore we are taking an incremental approach to its implementation.

In 2015 we will be changing our operational structure in Children's Services. This new structure will introduce a new working arrangement at the front door of Children's Services which will strengthen links with early intervention services. It is our longer term intention to move towards a Single Point of Access for all citizens within Flintshire.

Listening and involving people

It is important to us that we receive good quality feedback from the people we support and to be able to incorporate the positive and negative experiences into our lessons learnt process.

The voice of children and families is actively encouraged within the service through a range of approaches including: effective statutory review processes; conference buddy scheme; dedicated participation forum and the Children's Services Forum amongst other methods.

Last year we recognised that feedback from young people had dropped so we wanted to increase the range of opportunities and technologies for service users to give us feedback, so we have introduced an electronic evaluation form and a questionnaire on SurveyMonkey as a starting point. However, we recognise that there is further work to be done to ensure that the voice of the child (and family) is encouraged and listened to as a continuous process and not solely at key stages in the process (i.e. meetings and reviews). Equally, there is a need to address the quality of recording in capturing the voice of the child and evidencing how this is used to influence decisions and actions taken.

Over the past twelve months work has been undertaken to strengthen the focus on quality assurance with a move away from being solely focussed on performance measurement to recognise the broader qualitative element of our work in areas such as: voice of the child being at the heart of what we do; the focus on outcomes being the at the heart of our planning and delivery; the arrangements to focus on the breadth, depth and quality of assessment, care planning and review activity; the lessons that are learnt from complaints and compliments and observations made from independent perspectives such as external inspections.

As part of this refocus we have made personnel changes within the strategic support functions, including the appointment of a Participation Officer to strengthen our commitment to our children and their voice, and strengthened the role of independent functions such as Safeguarding Managers and Independent Reviewing Officers. Running concurrently has been closer working with operational managers and staff to ensure that the quality assurance processes that are designed and implemented are fit for purpose not only to enable a strategic overview of the quality of services but to also ensure they are effective in supporting improvements to individual practice.

We have also reviewed our Action Plan with the 'Flintshire Getting Engaged' group and will be looking at how we refresh our approach to engagement as part of the wider quality initiative. To move forward we will re-launch the group and update the action plan in a way that embeds engagement into our quality assurance framework.

In response to the 2013/14 annual report we have made improvements to our processes for the timeliness of resolving complaints and we have raised awareness amongst staff about the importance of learning from compliments and complaints as it allows us to use the findings and outcomes to inform our policy and practice in delivering services. I am happy to report that 91% of adult complaints and 86% of children's complaints are being responded to within timescales, compared to 92% and 75% respectively last year.

The following section provides examples of some of the things people told us through our complaints procedure and what we did in response:

What you said: The process for reviewing foster placements that had ended abruptly took too long to arrange and were held too long after the placement had ended.

What we did: We streamlined the Disruption Meeting process so the issues involved in the breakdown are fresh in people's minds, and implemented a single point of referral, reducing delay.

What you said: Our contact facilities for families were too formal and didn't make people feel relaxed.

What we did: We reached an agreement with Action for Children to use their facilities for contact sessions as they are more child friendly and family focussed.

What you said: Some of our action plans following P.O.V.A. (Protection of Vulnerable Adults) investigations need more detail and need to be more robust.

What we did: We revised the P.O.V.A. audit tool to include prompts such as agreeing the scope of the investigation, that clear timescales are set out and that the family are formally informed of the investigation's outcome and decisions reached.

What you said: Service users and families indicated they were unaware of their right to comment upon or amend their Unified Assessment and Care Plan.

What we did: We revised our information booklet "Getting Help From Social Services" to make this particular right more explicit.

Direct Payments

Last year we said that we would continue to expand the take-up of Direct Payments and Citizen Directed Support to promote greater choice and control. So, how did we do? We are really pleased that as of December 2014, 388 people are now using direct payments across Adults and Children's Social Services, that's an increase of 31% since 2013 and 89% since 2012 and we have achieved this by:

- Developing a true partnership between the Council and the people who use Direct Payments to effectively respond to the experiences of users
- Creating a scheme that is responsive, provides opportunities for personal creativity and gives autonomy.
- Introducing innovative solutions, such as administered direct payments, pooling resources, direct payment cooperatives, a wide range of financial management options
- Facilitated an annual direct payments open day in supporting the development of the Personal Assistant workforce locally (photo from March open day)

We are now also embarking on a new direct payments card scheme, in partnership with APS card solutions, which will administer the funding differently. The initial project went live at the end of February 2015 and will support approximately 30 service users. The project will be reviewed before hopefully being offered to anyone who would benefit from this approach. (brand/ image of card)

"Direct payments give me peace of mind and flexibility." – Quote

"The direct payments scheme enables me to employ support for my Son. The benefit is that I know exactly who is supporting him" - Quote

Young carers

We recognise and value the critical role that carers and young carers play in supporting people to live independently. We know that caring can be a rewarding and fulfilling role, but that for some people it can, at times be tiring and isolating. We work very closely with the 3rd sector who provide experience and expertise in supporting carers and young carers.

In our report for 2014/15 we identified that we needed to improve the way we capture information about the support we provide to young carers as data under represented the real picture of the number of young carers supported and the type of help they receive. Over the last 12 months we have:

- Updated our recoding system to ensure data was efficiently captured and developed additional specifications enabling staff to record more information on young carers.
- Barnardos worked with us to update referral forms to ensure we capture more information with regard to signposting and referrals made on behalf of social workers.
- Barnardos Assessment Processes have been updated. The process streamlined in order to improve the overall timescales between referral and assessment.

- In order to raise awareness about young carers and the referral processes Barnardos have arranged a training workshop for all social service staff and have also arranged to visit a number of teams.

It is now evident that these changes are working, when compared to 2013 data, more carers this year have been assessed for their needs and more carers are going on to receive support services.

The Young Carers Strategy is at present developing a new clear measurable multi- agency plan for action for 2015/2016 to ensure the needs of our young carers are being met and offer the support that is wanted by the young people.

Welsh Language

Flintshire continues to develop the Welsh Government framework 'More Than Just Words'. This is a Strategic Framework for Welsh Language services in Health, Social Services and Social Care which aims to improve services for those who need or choose to receive their care in Welsh.

In 2013 we made good progress with the framework and we have continued to do so throughout 2014. Developing a series of new training initiatives to ensure staff are able to access the right training at the level we need (outlined further in the workforce section); developing proposals for a new forum for Welsh Language Champions, which will enable more opportunities to share good practice and will ensure Welsh Language is a Local Authority wide priority; including an active offer specification into our PARIS system for adults and children's with assisted guidance, which means we can now record when staff are actively offering Welsh language services and monitor this to ensure it becomes embedded into practice.

I am also proud to report that Flintshire Adult Social Services has received a Special Recognition Award at The Welsh Language in Health, Social Services and Social Care Conference and Awards 2014. This Award acknowledges the significant improvements to Welsh Language Services for older people at Llys Jasmine Extra Care Scheme in Mold and as a result of the £500 awarded we have developed a dementia reminiscence initiative, specifically for Welsh speaking people. [\(photo David J.\)](#)

Looking forward: Our priorities for 2015/16

Our priorities for enabling people to have more say and more control in 2015/16 are:

➤ **To increase in Direct Payments**

We want to see a continued increase in people choosing Direct Payments.

➤ **Refocus day care**

People's expectations about the type of support they want when they are old is changing. In line with the Social Services and Wellbeing Act we will look at how we can support people to access universal and community based day activity whilst ensuring that vulnerable people are supported.

➤ **Develop a 'progression model' of support for people with learning disabilities**

The progression model builds and supports people's strengths and enables them to live as independently as possible.

Smarter Commissioning

Responding to what people need by ensuring that we have the right services in place is a big part of what we do in Social Services. The Social Services and Wellbeing Act 2014 identifies new ways for us to do this and in readiness over the last year we have embarked on some exciting new approaches:

Co-production

Co-production is a new approach we are seeking to embed in our commissioning activity. Under the Act like other Local Authorities we are required to produce a population needs assessment so in readiness we are getting to know our providers better. During 2014 we have started meeting with providers of disabilities services to understand what they see as the priorities and outcomes for people with disabilities and how this needs to be reflected in future service development. Providers also took part in self- assessing where their own service is at in delivering on the 5 ways to wellbeing, with some thinking of how they could deliver going forward. A priority for 2015/ 2016 will be to widen the involvement to include local communities and most importantly the people who currently use our services.

In Flintshire, we have always been keen to grow our shared lives scheme and in 2014 we have been looking at best practice in other areas, in particular how one expert provider in the field is leading the way in taking a co- production approach to develop innovative ways of working with people and their carers to ensure person shaped support where focus is on choice and independence. We will be taking this forward in 2015.

Outcome based Commissioning

We are continuing to work with a number of domiciliary Providers in Flintshire to roll out the "Living Well " approach to supporting individuals living with Dementia moving away from a task and time approach towards a personalised outcome based service. We have been fortunate to involve Helen Sanderson associates in driving forward this pilot project as a first step to changing the way we commission care services for some of our most vulnerable users in 2015

In 2014/15 we worked with all North Wales Local Authorities and BCUHB to develop a North Wales Advocacy Service. This development is not only a good example of regional commissioning but it's also a strong move towards outcome based commissioning that is heavily focused on children and young people.

Alternative Delivery Models

Flintshire is determined to provide the best outcomes for local residents in what is a financially challenging environment. A key element of this approach is to try and sustain important services for communities and individuals that would otherwise may be lost. Our approach is to learn lessons from elsewhere but alternative models will be designs specifically to meet the needs of our communities and within the context we are working. This will be a priority over the next few years but here are a couple of the developments we have been working on to date:

In January 2014 approval was received for Double Click Design, one of our Mental Health Support Services, to be developed as a Social Enterprise. This service has continued to flourish supporting people to gain new skills and confidence. We would expect the service to become a fully independent community interest company by May 2015 once a formal

transfer has been fully completed and this will enable the service to continue to provide valuable support and expands its business ambitions.

The Flintshire Crèche is another in-house service that has the potential to enhance and sustain the existing sessional crèche provision through the development of a social enterprise business model. The service aims to provide quality sessional childcare to vulnerable families to enable parents to attend training courses that will in turn increase their knowledge and skills in preparation for further training or employment opportunities and good parenting.

There has been a lot of good work undertaken over the last year to make the service a more viable and sustainable business model and to meet the increased demand, we have:

- ✓ Increased the staff team
- ✓ Expanded the provision of childcare on a needs basis
- ✓ Registered 2 further sites to provide childcare, now operational across 4 sites
- ✓ Implemented quality standards, a training programme and good practice
- ✓ Developed a business plan

We will continue to develop the service model throughout 2015/16, financed through grants and committed services, with a view to considering whether to move forward as a social enterprise.

The Learning Disability Day and Work Services project is probably one of the most complex initiatives to be taken forward in Flintshire. Our direction of travel for this initiative is to firstly ensure that any new models deliver quality and citizen directed services whilst carefully considering the business viability of these services. We recognise the importance of this work to make sure we get it right so we will take the time to fully explore and scope suitable alternative delivery models over the next year.

Move to Person Centred Practice

We have commissioned an expert in the field of person centred practice to work with us to ensure that person centred practice exists in all care homes across Flintshire. This robust programme which will be co-developed with all partners i.e. Care Homes, Care and Social Services Inspectorate for Wales (CSSIW) and BCU and will deliver the needed change in a new exciting way; by building the capacity of care home managers to deliver person centred change, introducing the key person-centred practices of one-page profiles, person-centred reviews and individual time. There will be 3 levels of change for Care homes linking to a Gold, Silver and Bronze scheme. We look forward to reporting on the progress our Care homes make against the scheme in our next year Annual Report.

Fig – What do we mean by a One- page profile.

The One – page profile describes what is important to the person and how to support them, also showing areas of a person's life they want to make decisions. Care home staff also produce their own one- page profile for the purpose of matching people with the team.

In addition to the plans to work with providers to improve person centred practice work has continued in 2014 to apply a 'judgement framework' and assess it's value in our evaluation and monitoring practice, as a way to measure the outcomes achieved for care home residents. Providers have welcomed this approach as it leads to a shared understanding on quality and best practice.

"I really like the new monitoring tool, it makes it very clear where you are now in each outcome area and what you have to do to improve. I find the reports from the regulators to be very negative" (Quote from EMI Residential Home Manager)

We are in fact the only local authority currently that is consistently applying such as tool across all residential and domiciliary providers. Our next steps will be to ensure that our framework is aligned to a similar framework that CSSIW is producing.

Our Programme of Commissioning Strategies

Last year we were pleased to report three commissioning strategies were approved, namely Learning Disability, Mental Health and Dementia Care long term placements – common to all is the aim to support people to maintain their independence, secure good quality outcomes and achieve value for money. A priority for this year was to further develop our programme of commissioning taking opportunities for collaboration with Health and other partners where money can be saved and quality maintained. We have regionally collaborated on domiciliary care provision and on a number of voluntary sector contracts such as the provision of advocacy for children and young people. We have delayed going to the market as part of the implementation of our Learning Disability Strategy as focus has started with the transformation of our own provision. This includes the adoption of the progression model our blueprint for services which is about supporting people to live as independent as possible, by maximising use of telecare and direct payments, with 'just enough' support and ensuring progression is a key feature of transitional arrangements for young people.

Through the North Wales Commissioning Hub a range of activity has been undertaken to develop the Children's Services market through the development of market position statements for Fostering and Residential Care. The market position statements provide information to help social care providers make proactive business and investment decisions that in turn help to develop and increase the range of services available.

Action for Children

Last year we reported that we had introduced part-time Therapist, with a specific remit for looked after children to focus on short term intervention programmes to assist with issues such as: separation / loss issues for sibling groups, children in transition between placements, behavioural management advice and supporting Kinship placements as and when issues arise.

During the past 12 months there has been 101 direct work sessions held with children and their carers, ongoing work with 21 children and 22 consultations with social workers all of which have contributed to the stability of placements and support to carers. This service, under new commissioned arrangements for 2015/2016, this service will be continued due to its success.

Night Support Service

A priority for this year was to launch our first ever Night Time Response Service and in February 2015 we launched the Pilot. A partnership with Compass Community Care and Wales & West Housing Association, this pilot funded by the Intermediate Care Fund promotes the independence of service users at night time. A trained team of responders are at hand to offer support and reassurance over the phone or by visiting. The service is available from 10.30pm to 7.30am seven days a week in the Mold locality initially for a period of 6 to 8 weeks. It is anticipated that older people discharged from hospital or

adults in recovery with mental health needs may benefit from this additional support at night during their transition home. The service is free of charge for the duration of the pilot and we will be looking to formally evaluate in September 2015. It is very early days, having only been live for one month but after extensive consultation 14 people with learning disabilities they have said how welcomed the scheme is by signing up to be part of the pilot and with new referrals being considered.

Re-modelling dementia services

The Flintshire integrated Health and Social Care dementia action plan aims to take forward 7 key themes and here is a flavour of the work that has been taking place over the last year:

Integrated Dementia Action Plan Headline Achievements:

Living well with dementia in the community

- Roll out of 'Dementia RED' THE Regional Collaboration project aimed at developing a presence within the GP surgeries for co coordinating support /information about statutory Services ,Voluntary Services particularly Alzheimer's society to benefit people with dementia and their Carers
- Access to reminiscence resources via Flintshire's Library services such as Rem Pods and Reminiscence Packs ([photos of the pods](#)) which embrace our welsh culture and heritage.

Early diagnosis and integrated health and social care support

- Increasing early diagnosis and integrated health and social care support through reducing waiting times for diagnosis and access to services needed before diagnosis
Waiting times for Memory Clinics have reduced from an average of 18 weeks to 6.5 weeks

Educating families and carers

- Counselling services to ensure carers are supported through both BCUHB and NEWCIS
- Carers Training courses specific to those carers supporting individuals living with dementia
- A range of activities for carer and cared for to enjoy such as gym membership and exercise programme, gardening, music therapy sessions and access to reminiscence load equipment and training in creative story telling via 'Never Ending Story'

High quality residential and nursing provision within Flintshire

- Roll out of Person Centred Care Planning / one page profile to support a person centred approach for people living with dementia in all Independent Sector Homes in Flintshire.
- Training Courses in Reablement, Dance Circle, Art and craft and Dementia Friendly Gardening

Workforce development in health and social care

- Developed a tiered dementia training programme for staff in Care Homes from basic level 1 awareness raising to degree qualifications

Safeguarding vulnerable people

- Working with Age Connects to create a new service called " listening friends " who will visit and comment on the "lived experience " of people with dementia living in Care Homes in Flintshire

Dementia Friendly Communities

- Working with partners in Buckley, Flint and Mold we are removing the segregation between enhanced care settings and the community environment, for example improved access to the community ([photo of Flint event](#))

- Actively increasing the number of “ dementia friends” in Flintshire in conjunction with Alzhiemers

The outcomes of the action plan will make a difference to people living with dementia and there carers by removing the loneliness and stigma often attached to the diagnosis. We are encouragingly seeing people with dementia, being seen as a person with a past life, experiences and personality.

The Quality Circle Approach

In 2003 Flintshire County Council’s Contract and Commissioning Team, in partnership with CSSIW, BCUHB and Flintshire Advocacy Services, decided to pilot a ‘Quality Circle’ approach to ensure on-going quality monitoring of adult services across all care settings in Flintshire. The aim of this pilot was to develop a central point where positive and negative information about commissioned care services could be shared informally amongst organisations and agencies with a view to securing improvement before issues needed more formal action

The Quality Circle meets on a quarterly basis. To date the voice of service users has been represented by Flintshire Advocacy Services, however in March 2015 a plan was formed that the Quality Circle would establish a means by which it would listen directly to service user views, and that these views could be fed back to the meetings on an anonymous basis. This plan was made in response to a recommendation made by the Older People’s Commissioner for Wales that ‘Commissioners and CSSIW should develop informal and systematic ways in which to ensure they better understand the quality of life of older people, through listening to them directly’.

A ‘Listening Friends’ pilot project will be introduced within eight residential and nursing homes for older people in Flintshire, representing Flintshire County Council’s three locality areas. The project will be delivered by Age Connects North East Wales, largely using an existing volunteer pool, who will receive appropriate advice and mentoring in advance of the project. The ‘Listening Friends’ project will further contribute to the effectiveness of the Quality Circle in Flintshire, ensuring the continued sharing of intelligence and information, strengthening relationships between service users, organisations and agencies, and preventing the escalation of concerns that pose potential risks to service users.

Looking forward: Our priorities for 2015/16

Our priorities for Smarter Commissioning in 2015/16 are:

➤ Remodelling dementia services

We have developed an action plan for strengthening dementia services. We will work locally and with BCUHB across North Wales to deliver this plan which will include a strong focus on how we can develop dementia friendly communities.

➤ Review supported living arrangements

We will consult with people about alternative arrangements to providing supported living support In House. This discussion will also explore how we can support people in a more flexible, person centred way

➤ Review and realign funding to the voluntary sector

We will work closely with the sector to target funding where it will be most effective

A strong and professional workforce

Our workforce continues to be our most valuable asset to support people to achieve their best outcomes and lead independent lives. Modernising to deliver quality services and meet the challenges ahead must go hand in hand with modernising our workforce. Even within a financially challenging environment training and developing our workforce is crucial, albeit we must prioritise our resources.

As a Council we continue to invest in staff through management development ILM training, recruitment of apprentices, trainees and graduate opportunities as well as ongoing training and development for the entire workforce.

Training our Workforce

Priorities in the 2013/14 annual report identified the delivery of key training and in response we have delivered the following in 2014/15:

Social Services and Wellbeing Act (2014)

Basic awareness training has been rolled out during January - February 2015 to 266 staff, excluding direct care who have been issued with information. The training was a half day session delivered jointly by Flintshire County Council and Wrexham County Borough Council.

Working together with the Care Council, from March 2015 onwards, further training will be delivered to staff increasing in detail as we move closer to full implementation.

More than Just Words

In partnership with corporate training a suite of community based Welsh language courses, with qualifications attached, have been delivered; which include: a summer and winter school being delivered at Northop College, weekly conversation groups delivered in County Hall, Mold, annual events involving staff and the community, which are all aimed to raise awareness and encourage the use of the Welsh language.

Corporate Parenting

We have been working with the Welsh Local Government Association to identify the most up to date training material to pull together a short training session for Members as their role as corporate parents – this will be delivered in May / June (post elections).

Public Law Outline

A national programme of training delivered in the North, South and mid-Wales. As Public Law Outline is developing staff are attending 'train the trainer' courses, 26 members of staff attended from Flintshire.

Critical thinking analysis training is also being delivered for staff to complement the Public Law Outline.

In addition we have also delivered in key areas such as:

- All Wales Safeguarding (Adults and Children)
- Autism Awareness
- Dementia
- Deprivation of Liberty Safeguards
- Domestic Abuse
- Mental Health First Aid and Parental Mental Health: Safeguarding Children

- Understanding Self Harm for Children and Young People

As part of the national programme to develop the next generation of social work practitioners, the Workforce Development Team have been involved in the Continuing Professional Education and Learning Programme (CPEL). The consolidation programme for newly qualified social workers has been a great success and our experienced practitioners and senior social workers are now embarking on the 'Experience Practitioner Programme Award' and 'Senior Practitioner Programme Award' both of which involve one years university study to achieve a 60 credit qualification at level 7, here in Flintshire 3 of our staff who started studying for the Senior Practitioner Programme in September 2014 will complete the course by July 2015.

Supporting staff

Staff have regular supervision to support them in their role and to ensure continued high quality practice. Discussions with staff show that they value the regular supervision they receive. In Childrens services staff have advised that supervision supports reflective practice and learning. However, we recognise that we need to improve the recording of supervision to ensure that our records reflect the professional and effective management support and oversight that is provided.

Within the Council we have updated our performance appraisal system which has a clear focus on recognising and nurturing talent and good performance. The Employee Appraisal process forms part of our overall Performance Management System, which provides a framework to ensure appropriate and effective training and development for all staff to meet both their personal needs and the needs of the Council. Again, our assessment is that we need provide a focus on ensuring better recording of performance appraisals to provide an accurate reflection of activity.

Valuing excellence

Every year Flintshire holds an Excellence Award recognising and celebrating the achievements of staff across the Council. The work of Social Services was reflected in the awards with specific achievements by:

- Our Locality Teams in supporting older people
- The integrated equipment service
- Health and Safety staff in offer advice and support to Care Homes

We also holdan Annual Workforce Development Award Ceremony which recognises the qualifications achieved by social care staff. At our ceremony is September 2014 we celebrated the qualifications achieved by 148 staff.(Ceremony picture)

The Change Exchange

The Change Exchange provides an opportunity for Managers of Services across the organisation to regularly come together to meet with the Chief Executive and Chief Officers to consider corporate, regional, national updates on big issue topics. During the year there have been special innovation sessions on organisational change, business planning and challenging topics which have invigorated involvement, invited ideas and contributions and facilitated networking, communication and fostered relationships.

Benchmarking Review

Last year we reported that the Workforce Development Team would be part of a benchmarking review across North Wales. As a result of work commissioned through the North Wales Social Services Improvement Collaborative, a detailed options appraisal has been undertaken for the efficient and effective delivery of strategic and operational workforce development services. The outcome of this review is yet to be finalised.

New Electronic Absence System

Flintshire Social Services was the pilot for the new 'Absence Recording System' which was the implementation of an electronic data collection system for staff absences. The system has now been roll out across the whole Council and is aimed to be more environmental friendly, reduce duplication and ensure more accurate recording.

The New Social Services Structure

As mentioned in the introduction, we now have a new senior management team for Social Services that has been fully operational since February 2015. This new structure offers more cross service responsibility and one great advantage of this model is how Children's and Adults services are now working much more hand in glove with a stronger family focus running throughout. We are still in the early days and will evaluate the new structure in 2015-16.

New Working Arrangements

Social Services is adopting the corporate agile and mobile working practices which enables staff to work from various locations on a more flexible basis to better support their daily work commitments. Not only does this contribute to the Council's Asset Strategy but offers more efficient working, increased productivity and boosts staff morale achieved from a better work life balance.

In November 2014 all operational staff within Children's Services successfully co-located as a whole service to new modernCountyOffices inFlint. As well as supporting a more efficient approach to working the move has also helped to strengthen the communication and co-working between all elements of the service.

In 2015/16 the organisation will implement a new flexible working policy. The policy aims to:

- Improve access and quality of provision to the citizen of Flintshire
- Enable a flexible approach to work by giving staff more control over their work time

We look forward to working with staff to look the policy can help us improve services whilst improving flexibility for staff.

Looking forward: Our priorities for 2015/16

Our priorities for developing a strong and professional workforce are:

- **Delivering a comprehensive training and support programme for staff to ensure they are ready for the new Social Services and Wellbeing Act (2014)**
- **Supporting staff to adapt to new ways of working (agile working) and in new models (social enterprises, mutuals etc)**
- **Continued focus on whole sector training and development to drive up quality and person centred approaches**
- **Review and realign services to ensure that they are as responsive, co-ordinated and cost effective as possible.**

Stronger Safeguarding

Safeguarding has seen a stronger focus both corporately as a whole Council through the development of a new Safeguarding priority within the Improvement Plan and at a Service level with the appointment of a Senior Manager with specific responsibility for Safeguarding. These developments are significant steps forward in ensuring safeguarding is a strong corporate priority within Flintshire, something that has been highlighted by the recent Wales Audit Office report.

The level of activity in relation to safeguarding has been steadily increasing across both adults and children's services. From 1 April 2014 to 31 March 2015 we received 416 Adult Safeguarding referrals, compared to 305 received in the previous year however not all safeguarding referrals meet the threshold for investigation. 149 appropriate referrals have been investigated and completed so far this year and in 99.3% of cases we were able to reduce or remove the risk to the service user. The Deprivation of Liberty Safeguarding arrangements have proved to be a big demand on capacity and resources within the service and this has been recognised by the Council with additional resources having been secured to enable us to complete timely assessments of adults whose liberty may be affected by their needs for care and support.

All of our key performance indicators for Children's Safeguarding remain well above the All Wales average and this is in a challenging climate where the number of Child Protection referrals has continued to increase at a rapid pace. All children on the Child Protection Register have an allocated social worker, and 91% of initial child protection conferences were conducted within statutory timescales. In addition 99% of initial core group meetings were held within timescales, and 98% of children on the Child Protection Register had their child protection plans reviewed within statutory timescales. Occasionally it is necessary to delay the core group meetings and review conferences in the best interests of the children concerned.

The percentage of open cases of child in need that were reviewed within statutory timescales increased from 53% to 74% in the last year; this was an improvement priority for Social Services, and performance is now just below the All Wales average.

Regional Arrangements

On a regional basis there have been a number of key developments within the past year including the establishment of both a North Wales Adults Safeguarding Board and Children's Safeguarding Board. These partnerships bring together a range of partner agencies at a strategic level and are charged with ensuring appropriate and effective safeguarding arrangements and processes are in place to protect adults and children/ young people.

Sitting under the regional boards are local safeguarding delivery groups for both adults and children's safeguarding issues. The joint Flintshire and Wrexham delivery groups are key multi-agency forums that ensure local safeguarding practice is appropriate and fit for purpose.

The remit of the regional safeguarding arrangements are far reaching and include a number of key sub-groups that cover areas such as performance and quality; training and workforce development; policies and procedures and communication.

There are also regional groups that co-ordinate the completion of practice reviews that explore in detail the lessons that can be learnt from tragic incidents in which children/ young people and adults have died as a result of abuse and neglect. The development of the new child practice review process has been significant within Flintshire as we currently have two reviews underway. We will continue to work regionally where this provides a benefit to us. This includes involvement, and in some instances taking a lead role, in Regional Safeguarding Board, Delivery Group, Procedures/ Polices Group and Child Practice Group

Looking forward: Our priorities for 2015/16

In response to the report and recommendations from the Welsh Audit Office on the study of safeguarding, published in December 2014, we have identified a number of priority actions within the 2015/16 Improvement Plan – Safeguarding priority, these are:

1. Create a single Safeguarding Unit to manage safeguarding and protection processes for adults, young people and children.
2. Prepare for the new and additional safeguarding requirements of the SSWB Act.
3. Establish wider ownership and governance of safeguarding across the authority.

These achievements will be measured through:

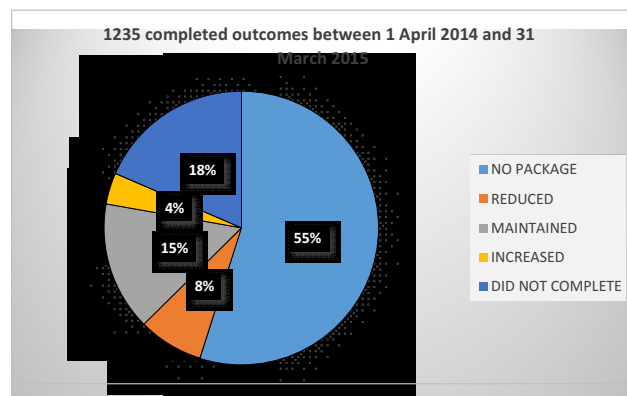
- Managing the risks identified through adult protection referrals
- Establishing a Flintshire Sexual Exploitation Risk Assessment Framework (SERAF) panel to manage the risks of sexual exploitation of children in the County and encourage wider ownership of safeguarding across the authority
- Meeting child protection conference timescales
- Completing child protection reviews on time

‘Better together’ - in promoting ‘Well-being’ and developing preventative services

Our partnership working with BCUHB, as well as other voluntary and community organisation, is essential to deliver successful preventative and community services. Last year CSSIW identified that strategic partnership working with Health was a risk for all 6 Local Authorities in North Wales. Whilst relationships and joint working has been positive in Flintshire the pace and extent of integrated working with Health has been challenging at times. However, we are optimistic about the future. We have recently seen changes in BCUHB such as the refreshed strategic direction, being led by the new Executive Board, and now a new operating structure which is being introduced so that there is a greater locality focus from the new Area Director and Lead Nurse covering Flintshire and Wrexham. We welcome these changes and hope to see increasing capacity within community based services, enhanced working relationships and stronger strategic planning in the future.

Reablement, Telecare and Telehealth

We have continued to make good progress with our successful reablement and recovery approaches as evidenced by the continued increase in the number of adult service users who benefit from the service. The Social Services Improvement Agency has also supported us to capture some very powerful video case studies, which are included within this report, to highlight good practice.



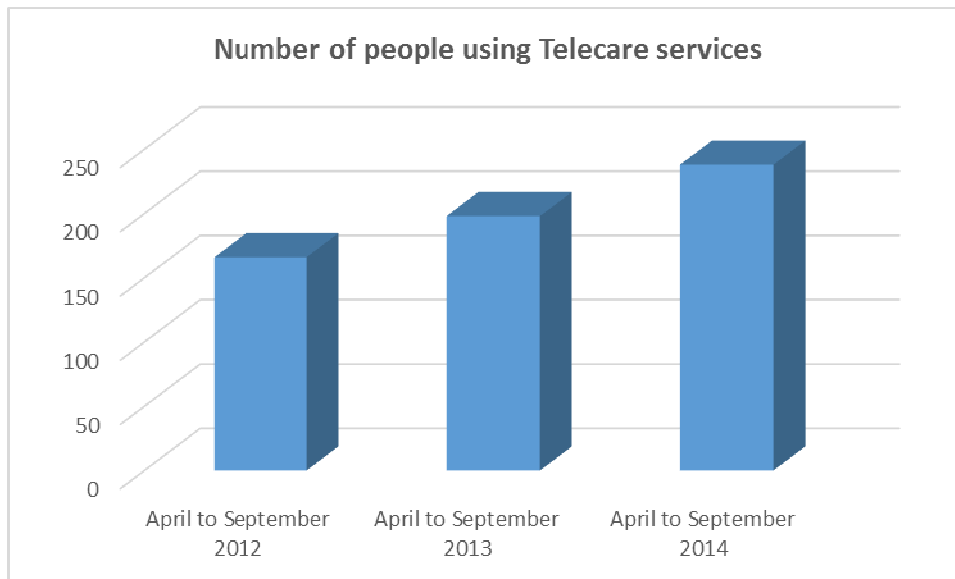
Between April 2014 and March 2015, there were 3044 referrals to Reablement; an increase of 58% on the 2013 rate.

Between April 2014 and March 2015, a period of Reablement was completed for 1235 referrals. Data collected on the outcomes of these

referrals shows that 78% of all adult service users completing a period of Reablement required a package of care which was the same or less than they had previously, or no package of care, as shown in the chart below:

Please take a look at our success stories for Barbara, Kevin and Mrs Stapleton (password: ssia) : <https://vimeo.com/123605688>

We have seen a steady growth in the number of people using Telecare to 238 for the period April to September 2013 as compared to 198 for the same period in 2013 and 166 in 2012, an increase over 2 years of 43%.



Please take a look at our video case study on how assistive technology has changed Dr Cheryl Jones and her carer's life (password: ssia) : <https://vimeo.com/123602575>

Intermediate Care Fund

During 2014 our ambitious programme to modernise social care in readiness for the Act has picked up pace as we have fully embraced the Welsh Government Intermediate Care Funding (ICF) opportunity. We have delivered a wide range of initiatives to develop more joined up intermediate care services.

Working with colleagues in health, housing and the voluntary sector we are pleased to report the funding has supported many people to avoid going into hospital or to be as independent as possible after discharge from hospital. It has also supported people from moving into residential or nursing homes until they really need to. Working within extremely ambitious timescales to get services up and running we have increased provision and tested new services finding that in many cases demand had exceeded anticipated referrals with many positive personal stories throughout.

We have identified a number of projects that we wish to continue with moving forward and as a result have submitted these to the Welsh Government for continued funding. You can find out more about the positive impact our ICF projects have made, including the Six Steps to Success Programme for Palliative Care, the Falls Programme and Dementia care by following this [link to the ICF newsletter](#).

Below is a 'whistle stop' tour of some of the things that have been achieved in such a short time:

- Over 135 people had been supported by the five voluntary sector projects coordinated by Flintshire Local Voluntary Council (British Red Cross, Care & Repair, Alzheimer's Society, Neuro-therapy Centre).
- 70 people had used one of the step up /step down beds in residential care homes. Enabling people to further recuperate and increase their independence before returning home

- Others avoided being admitted to hospital using “step up” with early support from the Enhanced Care Team and Crisis Intervention to maximise their functional ability before returning home. The step up/ step down project is brought to life by Dot’s experience (see below).
- 15 people were admitted to a step up / down assessment bed in an EMI home so that detailed assessments could be made to enable targeted support to be given.
- The Flintshire MRA Falls Service had seen 75 vulnerable people referred and assessed in the community by March 2015. Read about Mike’s story below.
- Over 170 referrals have been received for additional community equipment and adaptations with 212 pieces of individual equipment being provided to enable people to remain independently in their own homes.
- More people have benefitted from Telecare equipment, including GPS “safe walking systems”, buddy systems and ‘Just Checking’ equipment to increase the range of equipment available
- 35 profiling beds have been purchased and are available on loan through the Red Cross to people living in the community, including those in need of palliative care, to provide them with appropriate equipment and it also supports carers to continue caring for the person at home.
- Our dementia projects have seen over 600 people (either living with dementia, their carers or staff) benefit from an extensive range of projects, further details of the services offered are included in the commissioning section.

We are really pleased to say that all our projects have made a real difference to people’s lives and it was near impossible to select just a couple to show case in this report, as such selection has purely been on giving the reader a flavour of the diverse nature of the projects funded.

DOT: “stepping up from the community”

Dot is 70 years old and waiting for a hip operation. Dot lives alone with paid carers calling 3 times a day to support her with meals and personal care. With her failing mobility her G.P decided that as she was not ill enough to go into a local Community hospital he referred her to a “step up” bed at Llys Gwenffrwd Residential Home.

Dot received a number of assessments to see how well she copes with washing and dressing, mobility and transfers. Reablement goals and interventions were agreed with Dot and put in place to increase her mobility by using small aids, enabling her to transfer independently to and from bed, to mobilise frequently through the day to reduce swelling and to wash and dress independently.

Discharge Planning took place to enable Dot to return safely home. This included an environmental visit to her home where it was apparent she was only able to access the kitchen and bedroom. Further equipment was supplied and a referral made to Reablement Physiotherapy and Occupational Therapy for her to practise stepping, so she could regain access to her recently converted shower room and better access the kitchen.

In total Dot received three weeks of Step Up bed support and Reablement which enabled her to return home with no increase to her care package. Her medical condition has improved greatly, with all compression stockings removed and District Nurse intervention reduced. Dot is regaining her confidence and strength when mobilising and continues to work towards accessing all of the ground floor of her home.

Mike: 'Stop falling'

Mike was referred by his GP practice. With Mike's consent he was initially contacted by phone within one day of the referral and his assessment was completed within 4 days.

Mike suffers with diabetes and heart failure and is under the nephrology team. He had recently been an inpatient due to poor blood sugar control and was also being seen by podiatry as he has had ulcers on his right foot in the past. Mike chooses not to wear slippers or socks at home.

He has had a number of falls owing to numbness in his feet and poor gait. He has been given crutches previously by the GP but only uses one crutch if he uses them at all. Mike does not want to use a frame as he feels he is too young and does not want care.

Mike has a trolley, a wet room with shower chair, a raised toilet seat and a grab rail to the right side of the toilet. He also has a perching stool in the kitchen, a profiling bed and has been given the phone number for Care Link for a care call button, as he is unable to get up independently when he falls.

Outcomes

- Referral made to Care and Repair for grab rails and to re-situate the light switch. Care and Repair advised an approach to the British Legion as Mike was previously in the Army and is on pension credits as possible option to cover costs.
- A Physiotherapy referral to the local Community Hospital for an outpatient appointment to follow up a possible left leg foot drop and also pain to left ankle following a fall.
- Mike was referred for a Multifactorial Risk Assessment for his regular falling. Mike's GP was informed of the outcome of the MRA.

Extra Care

Following the successful [Extra Care Schemes](#) of Llys Eleanor and Llys Jasmine we are extremely excited to announce that two further developments are being taken forward with our partners.

A site has been chosen in Flint town centre for the next Extra Care development which will be built by Clwyd Alyn Housing Association; it will also form part of the wider housing and regeneration programme in the area and will be a real flagship for Flint. Following recent Planning approval, this scheme will provide 72 self contained apartments, including apartments that are specially designed for people with dementia. The build will commence late summer 2015 and the scheme is due to open in early 2017. (insert visual designs of the scheme)

A further site has been identified for Holywellin partnership with West and West Housing. Initial work has been undertaken on the project but it has not yet secured planning approval.

Further work needs to be undertaken on the feasibility of the project and to develop proposals that would attract support.

We are also pleased to report that the Llys Jasmine Extra Care scheme in Mold has won an Local Authority Building Control Cymru Award in the Best Social/Affordable Housing Development category.

Locality Working

One of our priorities last year was to implement our local plan for the Statement of Intent on Integrated Care for Older People with Complex Needs. Much progress has been made in a number of key areas identified within the Statement of Intent at a local level with key developments including the use of the Intermediate Care Fund, as detailed above.

The co-located Health and Social Care Team North West Flintshire provides opportunities for improved communication and closer working relationships. We have previously created locality teams in preparation for the creation of co-located teams across the whole County. The agreement to develop similar arrangements for the North East and South localities remains working progress due to the inability to find suitable and available accommodation.

The North West Flintshire is the only locality to be served by an Enhanced Care Service. The local authority awaits a decision to be made by BCUHB to roll out this service across the whole of Flintshire.

Whilst Children's Services do not currently operate to a locality model their cross county working does inevitably lead to practitioners working closely with partner agencies in identified clusters such as schools, police protection units, midwives and health visitors.

Early Intervention and Support

Last year we tasked ourselves with considering the expansion of the family focused services provided at the Gronant Centre. Sadly, our bid to the Big Lottery was unsuccessful which would have supported us to move forward. However, the Centre continues to be self funded but new funding sources continue to be explored including smaller pots of funding to enable the Centre to run a series of projects alongside the standard Centre childcare provision.

That said, it hasn't stopped us from expanding the service and raising the profile of the service, to summarise we are:

- ✓ Securing funding for Sports Shack projects and have submitted further bids for funding, including the archery club.
- ✓ Offering craft and art sessions in-house delivered by our staff
- ✓ Working with a group of volunteers at the Centre who are developing a community café, which will run weekly from the Centre from May
- ✓ Offering yoga classes after a member of staff obtained the British Wheel of Yoga qualification

Flying Start Award

One of our very own health visitor's has been nationally recognised as a 'hero' after providing life changing support to a Higher Shotton family and awarded a prestigious accolade by the Welsh Government.

When Stephanie and Richard Morris lost their first child three years ago, the prospect of having another was somewhat daunting, but health visitor Jo Parry made herself available 24/7 to support them before and after their second baby Elena was born as part of the Welsh Government's Flying Start scheme. Jo also set up a 'New Mum's Café' network which helped Stephanie meet other first time mums and build a local support network which helped her overcome the isolation that she had been experiencing.

Now Jo has been named the regional winner for North Wales in the inaugural 'Star's In Their Lives' award, which aims to highlight the amazing contribution made to youngsters in their crucial early years by Flying Start professionals across Wales, I am sure you will join me in congratulating Jo and this is another example of the outstanding work our staff provide to the residents of Flintshire.

Integrated Family Support Service

The Integrated Family Support Service has continued to deliver a whole family approach to support families that have complex needs to prevent them from needing to go into the care of the local authority. The service is a good example of multi-agency working between Flintshire and Wrexham Local Authorities, BCUHB and 3rd sector organisations. It has been noticeable that, in 2014/15 we have successfully reduced the number of children to progress through legal proceedings within the court arena as they have been supported to remain with their family.

Vulnerable Children

The profile of child sex exploitation has increased over the past year with the high profile cases in England. In Flintshire we recognise the potential for child sexual exploitation and are taking a very proactive and preventative approach to ensuring children and young people are protected from this. A comprehensive multi-agency training programme to raise awareness of child sexual exploitation is being planned across Flintshire and Wrexham; the issue is a key priority for the North Wales Regional Safeguarding Board; and the planned North Wales summit in May this year is testament to the profile and importance that is being placed on this issue. In 2015/16 we will also see the introduction of a multi-agency child exploitation panel (MAACSE). The Panel will be the mechanism employed by the Flintshire County Council's Children's Services and its partner agencies to improve outcomes for children and young people in cases of known or suspected child sexual exploitation.

The MAACSE Panel has three primary roles:

- To ensure that cases of suspected or actual child sexual exploitation are well-managed and co-ordinated and that all possible action has been taken to protect the victims.
- To ensure that all cases are considered by a single group who are then able to identify any links between individual cases.
- To ensure that intelligence relating to patterns of child sexual exploitation in the area can be identified and action taken where necessary. This will include the sharing of intelligence relation to suspect groups of victims, perpetrators, vulnerable locations etc.

Homes for our Care leavers

The provision of accommodation for care leavers is provided via the Local Authority Housing department, Supporting People, social housing and the commercial sector. Looking at the future housing needs for children leaving care is an integral part of the Pathway Plan, and the Local Authority Housing Department are a key part of this planning phase. There is a dedicated Housing Options Officer who works with young people aged between 16 and 24. Together with the young person they will explore all of their housing options and work closely with Social Services professionals and the young person to provide suitable, affordable accommodation.

Children's services also joint commission the Night Stop service with Housing and Supporting People. The purpose of Night Stop is to ensure that young people do not have to access emergency accommodation such as Bed & Breakfast, should they become homeless. Instead, they will be placed with a householder within the community, whilst further work is undertaken to address their housing need.

Looking Forward: Our Priorities for 2015/2016

Our priorities for driving forward more integrated and preventative services are:

- Implement a Single Point of Access
- Develop Extra Care in Flint and Holywell
- Continue to work with BCUHB and seek to enhance the way we work together at a strategic and operational level

Evidencing our Improvement

We assess and evidence how our services are improving in a variety of different ways. They include:

External inspection:

The following external inspections took place across our service during 2014/15 and here is a summary of the key findings:

External Quality Assurer for City and Guilds, March 2014

- A well organised and managed centre with a robust Internal Quality Assurance and assessment strategy which is monitored and updated as necessary.
- Planning and feedback by assessors is particularly noteworthy, both are detailed and clear, thus helpful and supportive to candidates.
- Internal Quality Assurer's have continued with the excellent monitoring of quality, supporting the assessors and demonstrated good team work and leadership skills.
- The observation of assessor/candidate feedback session was very good, the candidate was obviously relaxed in her assessors company and enjoyed receiving the feedback. The candidate stated later during interview that she is well supported by her assessor.

CSSIW National Inspection Safeguarding and Care Planning of looked after children and care leavers, March 2014

- Elected members were knowledgeable about the issues facing vulnerable and looked after children and young people and were committed to improving services,
- Corporate parenting arrangements are strong and evidence how outcomes have been influenced,
- There were regular opportunities for children to give their views to elected members and senior officers,
- Safeguarding was a priority for all staff and child protection processes were being used effectively.
- Agencies in Flintshire were working well together, especially in relation to missing young people and child sexual exploitation.
- Social Workers were making strong efforts to ensure that young people understood their lives and were empowered to represent their views in care planning.
- A number of areas for improvement were identified and these have been actioned.

CSSIW National Review of Commissioning for Dementia, May 2014

- The Commissioning Strategy puts the local authority in the position of making sound long term decisions and managing the market rather than working in a reactive way,
- A number of areas of 'best practice' were identified.
- Three recommendations were made to improve services for people living with dementia around the co-location of operational teams in health and social care, the optimisation of access and availability to the Dementia Support Worker Service, and the development of a joint approach to commissioning locally based high quality nursing home capacity.

CSSIW Fostering Inspection, (February 2015)

- A well managed service that has effective partnerships in place with the foster carers

- Excellent scrutiny arrangements from the fostering panel.

This builds upon successive inspections dating back to 2003 and reflects the value of planning and delivering good and effective outcomes.

Internal assessment/ quality assurance

Senior managers monitor their progress against the Council and Business plans, and report on this to Social Care and Health Overview and Scrutiny Committee on a quarterly basis, and reflect how well we are performing in our priority areas. Our Modernising Social Services Board oversees key activities that is driving forward service change that in turn contributes to the Councils priorities, in particular the Living Well priorities that the department leads on.

Managing our Performance

Performance information from across both Adults and Children’s services is regularly presented to the Senior Management Teams and the Quarterly Performance Forums to highlight best practice and identify areas for improvement. Our performance is strong overall and we have made improvements in 2013/2014 against the national set of performance indicators, as detailed in our Directorate Plan 2012-2016.

This year we have introduced management self-service reports within our IT Business System (PARIS) which provide managers with timely and accurate information on the detail which underpins our performance data.

We are working alongside a multi stakeholder group for Welsh Government, to assist in the development of the recording and reporting of personal outcomes within a new national outcomes framework for performance measurement. One of the ambitions of the Social Services and Wellbeing Wales Act is to see a much more co-productive approach (between agencies and individuals) to addressing and finding solutions to support needs. This project seeks to reduce the need for expensive, time-consuming and bureaucratic assessments, using instead an approach which determines “what matters” to the citizen, through a professional targeted conversation, and supports people to help themselves as much as possible. A group of our professional staff will be undertaking extensive training on this approach in the spring of 2015, and we will be collecting data on the outcomes to support the national project.

Last year we set the following improvement priorities and below is a summary of how we have got in:

Improvement Priority: Develop a coherent quality assurance framework which draws together information about the quality of our services into a single quality report

Considerable work has been undertaken in 2014/15 to strengthen our quality assurance arrangements. The new Quality Assurance Framework that will be implemented in 2015/16 will encompass all areas of activity, both quantitative and qualitative, and will provide us with robust evidence about our strengths and areas for development in achieving positive outcomes for the people we support.

In addition the Framework will allow us to evidence that we are achieving the aims identified through the vision for 2015-18:

- Keep people as our focus

- Safeguard and support
- Do “what matters” well
- Promote independence and strengthen families

Intelligence contributing to the Quality Assurance Framework includes performance and management information, the outcomes of service user engagement activity, gathering feedback from service users, lessons learned from complaints and complements, contract monitoring, recording and monitoring of personal outcomes, and information determined from audits. We will use all this information to inform the decisions we make about the way we deliver our services.

Improvement Priority: Improve the timeliness of major adaptations and evaluate the impact of the extended minor adaptations and self-assessment projects to inform further service improvements and options to increase people’s independence

We continue to work to reduce the time taken to provide adaptations in owner occupied properties. Between April 2014 and March 2015 92 major adaptations were provided through the Disabled Facilities Grant route, and these were completed in an average of 329 days.



The arrangements for the transfer of patients from hospital to a more appropriate care setting, either between NHS hospitals or on discharge from NHS hospitals, will vary according to the needs of each patient, but can be complex and sometimes lead to delays. We monitor the delays that occur for social care reasons, and between 1 April 2014 and 31 March 2015 there were 25 reported delays, resulting in a delay rate per 1,000 population of 2.05 (against an All Wales rate of 2 per 1,000).

Improvement Priority: Further improve the data collection for carers and young carers to meet the outcomes of the Carers Strategy (Wales) Measure

You have read earlier in this report about our arrangements for commissioning services for carers and increasing the numbers of carers being identified and supported. We work in partnership with Barnardos to identify children and young people who have a caring role, and by March 2015, 39 young people had been assessed and provided with a service.

Improvement Priority: Consider the findings of research underway on parent’s perceptions of the Child Protection process and take appropriate action

'Understanding the experiences and involvement of children, young people and families in the Child Protection process in Flintshire and Wrexham was a piece of research carried out by Strategic Consult & C Ltd on behalf of the Flintshire and Wrexham Local Safeguarding Children's Board and published in July 2014. The aim of the research was to seek the views of children, young people and their family's views on the child protection process, and listen and understand their experiences in order for us to better understanding their perspective and improve how we work with families in the future.

The key findings from the report are being considered by the Senior Managers and Safeguarding Unit and actions will be taken forward to make relevant service improvements as an outcome of this research.

Improvement Areas, as highlighted by CSSIW: Timeliness of initial child protection conferences, timeliness of statutory visits for Looked After Children, health assessments for Looked After Children, Timeliness of Personal Education Plans for Looked After Children and improving outcomes for young adults who were formerly looked after

Our "front door" response for children remains good, with 99.6% of referrals having a decision made within one working day and 88% of initial assessments completed within seven working days. This means that children, young people and their families receive the support they need and others are signposted appropriately as soon as possible. 88% of in depth core assessments were completed within 35 working days. Performance against these indicators continues to be considerably better than the average for All Wales.

We have improved the stability of placements for children looked after by the Local Authority with only 7.2% of children experiencing two or more changes of placement. Sometimes placements do break down and a change of placement can be a positive move for the individual, for instance where they move to a longer term arrangement such as adoption or long term foster care. 96% of our Looked After children had a Permanency Plan at their second review.

With respect to children and young people who are looked after by the Local Authority, we have a number of high profile performance indicators and these are performing at around or better than the All Wales average, for statutory visits, statutory reviews, first placements with a care plan in place, and the provision of a personal education plan. 70% of health assessments for looked after children were requested within timescales.

We continue to perform among the best in Wales against the national indicators for safeguarding children. We have achieved this in a challenging climate where the number of child protection referrals has continued to increase.

We continue to do our best to ensure that young people leaving care have the best opportunities to secure their future accommodation, training and employment prospects and our national performance indicators reflect this.

So to conclude, in a climate of increased demand and budget pressures we are making good progress in many areas, particularly in Children's which has greatly improved over the last year. That said, we are by no means perfect and will have to continue to work hard, with our partners, to continue to deliver high quality modern services that meet the needs of our residents in Flintshire.

Looking forward: Our priorities for 2015/2016

Our priority for evidencing our improvement in 2015/16 is to develop and enhance our approach to quality assurance. This includes addressing:

- The way we measure quality
- How we measure outcomes
- How we capture and use people's experience of services

And how we use this information to provide a strategic overview of the quality of services and inform our improvement agenda as well as supporting improvements to individual practice.

Glossary

Cabinet - The Council's Cabinet comprises 8 Elected Members. Each Elected Member, supported by a Lead Director and accountable Heads of Service / Managers, is assigned a portfolio of Council services / functions. The roles and responsibilities of Cabinet Members in respect of their portfolio is to: lead, with their respective Directors, their assigned set of portfolio services/functions, lead key corporate priorities according to the Improvement Priorities and Assessment of Strategic Risks and Challenges (SARC), participate in and lead county and regional partnerships and actively participate in the national agenda e.g. WLGA, Ministerial meetings, conferences etc.

Care Council- The Care Council for Wales is the social care workforce regulator in Wales responsible for promoting and securing high standards across the social services and social care workforce.

Care and Social Services Inspectorate Wales (CSSIW)– established in 2007, the powers and functions of CSSIW are enabled through legislation. CSSIW has the powers to review Local Authority social services at a local and national level, to inform the public whether services are up to standard, to promote improvement of services and to help safeguard the interests of vulnerable people who use services and their carers. They provide professional advice to Welsh Ministers and policy makers.

Citizen Directed Support- It is where people choose, organise and control their own support to meet assessed and agreed social care needs in a way that suits them with an identified budget. It is about using available resources to achieve what is important to them. The service package can be made up of statutory and other services.

Commissioning- involves making decisions about what services are required to respond to need. It involves making decisions about the capacity, location, cost and quality of services, together with who will deliver them.

Collaboration- where agencies pool resources (time, expertise and money) to work together to deliver and develop services.

Corporate Parenting- The Council has a duty to act as a good parent to children and young people in its care and those young people in the process of leaving care. The Council wants these children to have the best possible outcomes. Clear strategic and political leadership is crucial in ensuring that Looked After Children and the Corporate Parenting agenda is given the appropriate profile and priority.

Direct Payments– Cash payments given to people who are eligible as a means of controlling their own care, allowing more choice and flexibility. They are regular monthly payments from Social Services enabling people to purchase their own care, instead of receiving help arranged by social services.

Domiciliary Care–Also known as home care, is whereby supportive care is provided to individuals within their own home.

Enhanced Care- forms part of the spectrum of intermediate community based services, but specifically provides care at the 'far end' of this spectrum for people who have medical and/or nursing needs who, without enhanced care, would otherwise be admitted to a

hospital bed or would remain in hospital for a longer period of time . (This includes people admitted to an acute hospital bed and those who are admitted / transferred to a community hospital bed).

Extra Care Scheme– extra care schemes provide independent living and greater housing choices for some older people in Flintshire; apartments can be purchased by or rented to people aged 60+ who have care and accommodation needs.

Llys Eleanor, our first extra care scheme, was developed by Flintshire County Council in partnership with the Pennaf Housing Group and provides 50 one and two bedroom apartments and a range of communal facilities. Llys Jasmine, our second innovative extra care scheme opened to accommodate its first tenants in October 2013. Developed in partnership with Wales & West Housing the scheme provides a total of 63 apartments and bungalows of which 15 are specifically designed for people with dementia. Both schemes feature state of the art alarm systems and 24 hour care is available on site.

Integrated Family Support Service- An innovative service model that aims to reform services provided to vulnerable children and families. For families with complex problems there is an increased likelihood that the child's physical, social and emotional development will be impaired and for some children there will be repeated or long term episodes of being looked after by the local authority. The main aim of IFSS is to support families to stay together by empowering them to take positive steps to improve their lives.

Just enough support- The right sizing assessment process aims to ensure an outcome focussed personalised approach is taken so that people receive the right amount of support to be as independent as possible – the right amount of support, at the right time and in the right place.

Locality– A locality is a defined geographical area and there are three in Flintshire - North East (Deeside), North West (Flint and Holywell) and South (Buckley, Mold etc).The overall aim of the is to enable multi-agency staff from the locality to work in partnership as an integrated team to plan, deliver and monitor the best possible locality services for residents.

Local Service Board– A local Leadership Team of Flintshire's public service bodies (Council, Police, BCU Health Board, Further and Higher Education, Probation, Fire and Rescue, Environment Agency, Voluntary Sector). It has four principal roles as a set of local leaders: to take ownership of the community strategy; provide oversight and monitoring of relevant partnerships; identify common issues as public bodies/employers and promote effective joint working in the design and provision of public services.

Looked After Child (LAC)- Looked after children are children and young people who are in public care and looked after by the state. This includes those who are subject to a care order or temporarily classed as looked after on a planned basis for short breaks or respite care. The term is also used to describe 'accommodated' children and young people who are looked after on a voluntary basis at the request of, or by agreement with, their parents.

Market Position Statements– Informs the Care Provider market of the local authorities commissioning and service priorities based on the evaluation of data and evidence for current demand and possible future trends in services. The data presented should help providers to develop effective business plans.

Minor and Major Adaptations- Minor Adaptation is an adaptation which costs under £1000 such as a grab rail or level access shower (not equipment). A Major Adaptation is over £1000 and would be through the Disabled Facilities Grant or if a Housing Association tenant through Scheme 1A which is Welsh Government funded (e.g. bathroom, kitchen or bedroom extension, stair-lift or lift)

More Than Just Words– A strategic framework for Welsh language services in health and social care in Wales, developed by the Welsh Government. The framework outlines the current position and provides a systematic approach to improve services for those who need or choose to receive their care in Welsh

Outcomes- The benefits, changes or other effects that result in an improvement in quality of life for a person from services provided. E.g. an improvement in physical functioning or maintaining a life skill leading to continued independence.

Prevention– The prevention approach enhances the persons well being by preventing or minimising major problems of living. Providing information for people to self manage alongside early intervention before problems escalate, monitoring and proportionate risk assessment means that problems are reduced and the need for ongoing longer term support is minimised.

Reablement- Reablement is an approach which aims to maximise independence, choice and quality of life. This means that all people who wish to access Social Care Services undergo a period of assessment and support to enable them to live as independently as possible, thus minimising the requirement for ongoing support. Reablement is a short term assessment and intervention service which is person centred and outcome focused. As such the duration of the Reablement will vary for each person (from a few days to a maximum period of six weeks). During the Reablement phase there will be regular reviews to assess progress against agreed outcomes.

Scrutiny Committee– Decisions are usually made by the Cabinet for all issues including major policy matters. The role of Overview and Scrutiny is to hold the Cabinet to account as a critical friend and to monitor/ assist in the improvement and development of the council's policies and services. Under the Local Government Act 2000 the Local Authority must have at least one Overview and Scrutiny Committee. There are six Overview and Scrutiny Committees in Flintshire of which the Social and Health Care Overview and Scrutiny Committee is the one relevant to this report.

Social Services and Well Being (Wales) Act- The Act will set out the core legal framework for social services and social care, reinforcing people's rights to information and services and supporting the delivery of our services in an integrated way to ensure that social services and social care are sustainable.

Supporting People Team– The team ensure the Supporting People Programme Grant (SPPG) from the Welsh Government funds the most appropriate housing related support services in the county to maximise outcomes for people. This includes support to vulnerable people to enable them to maintain their independence in the community and to prevent homelessness.

Telecare- is a way in which support can be provided through telecommunication devices in the home. It uses simple technology to manage risk and give people the peace of mind they

need to live in their own homes for longer. Telecare equipment is provided through Community Equipment Stores and fitted and monitored by Carelink. There are currently over 400 homes in Flintshire with Telecare as part of an assessed care package

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (EDUCATION AND YOUTH)**

SUBJECT: **SCHOOL MODERNISATION**

1.00 PURPOSE

1.01 To update on progress of the School Modernisation Programme to date and to propose the next phase of review and consultation for June 2015 to June 2016.

2.00 BACKGROUND

2.01 Cabinet approved the revised School Modernisation Strategy in January 2015.

2.02 The School Modernisation Programme is required because we need to:

- Ensure education provision is both high quality and sustainable
- Improve the quality of school buildings and facilities
- Provide the right number of school places, of the right type, in the right locations
- Address unsustainable school buildings and supporting infrastructure
- Recognise that doing nothing means higher pupil teacher ratios as funding reduces
- Ensure that we can maximise external funding through the Welsh Government's 21st Century Schools Programme

2.03 The key 'drivers' or criteria for modernisation which underpin the above are:

- Educational improvement
- Resilient school leadership
- Suitable buildings
- Unfilled places
- Diminishing resources

2.04 The primary school portfolio has 2182 unfilled places and the secondary school portfolio has 2113 unfilled places (source ADEW national benchmarking data 2014). There are 17% surplus places (January 2015) in primary schools, whilst the national and local target is to reduce this level to under 10%.

- 2.05 Flintshire has benefited from external capital funding in pre-21st Century school tranche funding over recent years. This has delivered improved opportunities and outcomes for learners. Examples include:
- all-through primary provision across Flintshire (including nursery class provision)
 - new primary schools in Connah's Quay and Shotton
 - new primary and secondary specialist schools in Flint
- 2.06 The 21st Century Schools programme Band A has an approved funding envelope of £64,200,000 between 2013-2017/18. Currently two projects within this programme are underway: the Holywell Learning Campus and the post 16 Hub at Connah's Quay. Both obtained Welsh Government Full Business Case approval in January 2015. Construction projects started on site in January and March 2015 respectively. Both projects are due to be complete by September 2016.
- 2.07 In February 2015, Cabinet resolved to discontinue the Queensferry Campus project as the "pause and review" analysis did not support the continuation through to a Full Business Case to Welsh Government for capital funding.
- 2.08 The Council is still able to work with the original Band A funding allocation. Welsh Government have confirmed that they will work with the Authority in respect of the balance of £18,564,000. However, this will require submission of a revised Strategic Outline Programme to the Welsh Government. Thereafter the projects would be required to follow the appropriate cost dependant business case approval processes.
- 2.09 Flintshire has one other school capital project approved utilising its own capital resources. The Hawarden Village school project which links two school buildings is due to commence on site shortly before the forthcoming summer holiday recess.
- 2.10 The statutory process for amalgamation has been undertaken at all infants and junior schools within Flintshire. New primary schools bring the advantages of fewer transitions for children and families. However, physical amalgamation of separate buildings still requires capital investment. Consideration could be given to these projects in Band B (2019-2021) of the 21st Century school funding programme, subject to other council priorities.

3.00 CONSIDERATIONS

- 3.01 Welsh Government funding criteria for 21st Century schools programme will only fund modernisation projects. Refurbishment or maintenance projects are not eligible for grant under this programme.

- 3.02 It is important to note that new schools will not be possible in all areas. For those areas which are not included in the 21st Century Schools Programme a pragmatic and more creative approach needs to be taken to address uneconomic use of school accommodation. This can be achieved in a number of ways including:
- at minimal cost i.e. Closing a school or schools in surrounding area combined with moving pupils to a school (*which is fit for purpose and has unfilled places*)
 - being 100% self-financed by the Local Authority
 - obtaining 21st Century Schools Programme capital funding and providing the (currently) 50% match funding
- 3.03 The federation of schools can now be considered by a Local Authority under the Federation of Maintained Schools (Wales) Regulations 2014. School governors already have powers to federate under provisions introduced in 2010 subsequently consolidated into the 2014 Act. The Council believes that Federation, whilst providing some leadership and operational opportunities, does little to address the national and local issues around unsuitable buildings, unfilled places and diminishing resources. However, federal arrangements may be proposed in certain circumstances such as where a school is left with no permanent headteacher and it would not be possible to implement school organisation proposals within an acceptable timescale.
- 3.04 Timelines for reorganisation are sequential and typically are as follows:
- Area review – (up to) 6 months (Impact Assessment work)
 - Cabinet approvals
 - Statutory proposals - 9-12 months (if considered by the Council's Cabinet)
 - Cabinet approvals
 - Construction Procurement/Construction Work (where applicable)
- 3.05 The Council's programme will be designed to link and to complement the 21st Century funding programme streams and bands, in order to maximise investment potential.
- 3.06 Given the above process, this will inevitably lead to the Council consulting in areas before it is able to secure funding via the Welsh Government through its programme. Funding is only fully secured at Full Business case (FBC) stage.
- 3.07 Schools that do not require organisational change and which are not eligible for external funding via Welsh Government's 21st Century Schools programme, and which require capital investment, will need to be prioritised through the Council's capital planning process.

- 3.08 Schools/Areas which are in receipt of S.106 contributions as a result of development work in the area, will be monitored by officers. Investment will be made at an appropriate time and in line with criteria associated with the contribution.
- 3.09 Where schools are placed in serious categories of concern by Estyn, Flintshire has a policy of providing targeted support to enable removal within 18 months. Currently only one school in Flintshire is placed in a category of serious concern and it is responding very well to support and is on track to be removed from the category within the accepted timeframe.
- 3.10 Schools currently in statutory consultation are:
- John Summers High School – Change of age range from 11-18 to 11-16 by September 2016 and closure of 11-16 School by September 2017.
 - St David's, Saltney - Change of age range from 11-18 to 11-16 by September 2016.

The recommendation to Cabinet is that we enter formal consultation on closure and other school organisation options for the following schools by September 2016:

- Ysgol Maes Edwin
- Ysgol Llanfynydd
- Ysgol Mornant, Gwespyr Picton

- 3.11 Schools are reviewed against the extent of provision in the area. The Council has a responsibility to ensure that there are sufficient school places for local learners. The three schools meet the following criteria for review:

Small School Criteria for Review

School	NOR (Full time) January 2015
Ysgol Llanfynydd	42
Ysgol Gwespyr Picton	48
Ysgol Maes Edwin	66

- Diminishing Resource Criteria (schools supported by pupils not from their local community and/or small numbers within the community raise concern regarding sustainability within the schools portfolio, higher costs per pupil, unnecessary building and administration costs.

School	% of pupils not attending their nearest school	Cost per pupil (£) (Section 52 2014)	Unfilled Places (%) January 2015
Ysgol Maes Edwin	83%	£3,690	13%
Llanfynydd	47%	£5,111	48%
Gwespyr Picton	6%	£4,209	57%

- School Standards Criteria (scale 1 to 4 with 1 being highest)

School	School Standards Categorisation
Ysgol Maes Edwin	4
Llanfynydd	2
Gwespyr Picton	4

- Suitability & Condition Criteria (scale A to D with A best)

School	Suitability Scores	Condition
Ysgol Maes Edwin	B	B
Llanfynydd	C	B
Gwespyr Picton	C	B

(See Appendix A – proposed timetable for consultation)

3.12 Additionally, the proposal also seeks Cabinet approval to complete an area review of the following schools and would follow the process outlined in 3.04:

- Area 1 - Brynford CP School, Lixwm CP School and Ysgol Rhos Helyg, Rhosesmor
- Area 2 –Nercwys VA School (in relation to faith and community school capacity).

Small School Criteria

School	NOR (Full time) January 2015
Area 1 -Brynford CP School	63
Area 1 - Lixwm CP School	54
Area 1- Ysgol Rhos Helyg, Rhosesmor	140*
Area 2 – Nercwys VA school	49

*Whilst above the small school trigger, it makes sense to consider Ysgol Rhos Helyg as part of an area review and potential solutions to the management of school places.

- Diminishing Resource Criteria

School	% of pupils not attending their nearest school	Cost per pupil (£) (Section 52 2014)	Unfilled Places (%) January 2015
Area 1 - Brynford CP School*	55%	£3,846	-9%
Area 1 - Lixwm CP School	66%	£4,272	24%
Area 1 - Ysgol Rhos Helyg, Rhosesmor	23%	£3,177	17%
Area 2 – Nercwys VA School	10%	£4,278	-17%

* Additionally, Brynford CP School will be without a permanent Headteacher from September 2016 following appointment of the current one to the headship of Ysgol Ty Fynnon in Shotton.

- School StandardsCriteria (scale 1 to 4, with 1 highest)

School	School Standards Categorisation
Area 1 - Brynford CP School	3
Area 1 - Lixwm CP School	3
Area 1 -Ysgol Rhos Helyg,	3

Rhosesmor	
Area 2 – Nercwys VA school	1

- Suitability & Conditions Issues (A to D, with A best)

School	Suitability Scores	Condition
Area 1 -Brynford CP School	C	B
Area 1 -Lixwm CP School	C	B
Area 1 - Ysgol Rhos Helyg, Rhosesmor	B	B
Area 2 – Nercwys VA school	D	B

In areas 1 and 2 it is proposed to start “soft” consultation following the Cabinet decision, forming more formal area review paperwork by December 2015 which will be shared with the communities asking for their views. Thereafter both sets of information with recommendations will be presented to Cabinet in January 2016.

The next stage of school modernisation implementation will be presented to Cabinet at a date to be set.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet note the progress for Band A of the 21st Century schools programme
- 4.02 That Cabinet approve the implementation of reviews from June 2015 to June 2016.

5.00 FINANCIAL IMPLICATIONS

5.01 External funding - Capital

- 2013-2017/18 BandA - 21st Century Schools Programme - 50% intervention rate of £64.2m programme.
- 2018-2019 - External Funding Gap 2018-2019.

- 2019-2021 – Anticipated Band B Programme (circa £500m available nationally) Intervention rate TBC by Welsh Government.

5.02 Methods of funding the Authority’s Capital allocation

(Subject to appropriate approvals)

- Enhanced capital allocations
- Generation of capital receipts (asset disposal)
- Development of self-funding or part funding opportunities (through prudential borrowing).

5.03 There is no expectation that any significant additional funding source will be available to the Authority given the financial situation, however opportunities to identify and secure such funding will be actively sought in line with asset management and rationalisation strategies.

5.04 Revenue consequences of the proposed changes are currently being fully assessed. However, this exercise is a key element of the process around re-organisation.

6.00 ANTI POVERTY IMPACT

6.01 School Modernisation is a key strategy in addressing the gap in achievement in some school communities due to poverty. Options will need to be informed by provision for and outcomes in overcoming the impact of poverty.

7.00 ENVIRONMENTAL IMPACT

7.01 The environmental impact of educational provision is consistently improved through school modernisation projects. Environmental impacts are analysed, reported and considered as part of school organisational decisions.

8.00 EQUALITIES IMPACT

8.01 There are no equalities implications arising directly from this report. Equalities Impact Assessments will be conducted as part of a school or area school review/s.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no direct personnel implications arising directly from this report.

9.02 In terms of any proposed future options for education provision in the area, personnel implications would be considered as part of the review work. Reorganisation of schools impacts in various ways on the personnel employed. Whenever there is an impact on the workforce of

school modernisation proposals, Flintshire County Council policies related to personnel matters together with the National Teachers Pay and Conditions documents will be adhered to in order to minimise any negative effect. No change takes place without workforce consultation and engagement.

10.00 CONSULTATION REQUIRED

10.01 Formal Consultation will be required with key stakeholders, including dedicated approaches with children and young people, employees, governors and parents/carers, in accordance with the School Standards and Organisation Act 2013. This will involve key stakeholders. Progress and authorisation to proceed will be sought from the County Council's Cabinet at key stages in the process.

10.02 Area reviews will be conducted in line with Welsh Government and Welsh Local Government Association guidance.

11.00 CONSULTATION UNDERTAKEN

11.01 This paper commissions consultation in identified school communities.

12.00 APPENDICES

12.01 Appendix A – statutory proposal timeline

BACKGROUND PAPERS	LOCATION	WEBSITE INFO.
School Organisation Code	WG website	http://wales.gov.uk/docs/dcells/publications/130719-school-organisation-codes-en.pdf

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Telephone: 01352 704135
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Anticipated Timetable Statutory Proposals		
DATES	School Terms	KEY MILESTONES
13/5/2015	Spring 2015	Project Board approve shortlisted Primary Schools
16/6/2015	Summer 2015	Cabinet approval obtained to commence consultation
Start 14/5/2015 finish 6/9/2015	Spring/Summer Term 2015	Preparation of Impact Assessments: Transport, Equality, Welsh Language, Buildings fit for purpose, Community
Start 14/5/2015 finish 6/9/2015	Spring/Summer Term 2015	Preparation of Consultation document (including young person's version)
Start (latest) 7/9/2015 Finish 19/10/2015	Autumn Term 2015	Consultation document published Must be published on a school day (42 days with 20 school days)
Between 7/9/2015 Finish 19/10/2015	Autumn Term 2015	Public Meeting with Stakeholders
Deadline 19/10/2015	Autumn Term 2015	Consultation Ends
November 2015 Cabinet	Autumn Term 2015	Cabinet – Seeking Approval to go to next phase (Statutory Proposals)
Deadline by 8/12/2015	Winter Term 2015	Consultation Report published with 3 months
Start 9/11/2015 Finish 7/12/2015	Winter Term 2015	Statutory Notice (28 days, with 15 school days) Must be issued on a school day
Deadline 7/12/2015	Winter Term 2015	End of Objection Period
Deadline 7/12/2015 – 10/12/2015	Winter Term 2015	Objection Report published within 28 days and with Cabinet with 35 days
Jan/Feb 2016	Spring Term 2016	Cabinet Decision
March –Mid May 2016 (latest)	2016 Spring Term	Workforce Notice
31/08/2016	Autumn 2016	Implementation of School Closure

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**
DATE: **TUESDAY, 16 JUNE 2015**
REPORT BY: **CHIEF OFFICER (GOVERNANCE)**
SUBJECT: **EDUCATION ICT REVIEW**

1.00 PURPOSE OF REPORT

1.01 To inform Cabinet of the results of consultation with schools on reconfiguring the Education ICT Service and to approve the proposed changes.

2.00 BACKGROUND

2.01 For many years the Education ICT Service was a part of Lifelong Learning. It was a standalone service, which catered for all ICT needs within schools. With the introduction of large national projects such as LiDW the capacity of the service was stretched, highlighting the lack of resilience due to its small size.

2.02 As part of Phase 1 of the ICT review and the adoption of the new operating model it was agreed that:-

- Education ICT should be merged with Corporate ICT.
- A review of the service should be undertaken to seek to improve its capacity to meet customer demands.
- The service would be remodelled to make the 30% savings required of all services.

2.03 A consultant was commissioned to review customer needs and then make proposals to meet the three objectives. The consultant met with all secondary school headteachers plus representatives of the primary schools to establish their requirements. In summary these were:-

- Service provision enables and supports teaching and learning and use of management information systems.
- Schools have the option to undertake work currently undertaken by the ICT Unit – where there is willingness and a capability to do so.
- Schools able to prioritise the nature of support to be provided.
- Service delivery is regularly evidenced against agreed targets.
- Service delivery reflects best practice approaches.
- Service provision reflects the money paid for it.

- 2.04 The consultant then considered different potential models for the service, concluding that a mixed delivery model be adopted consisting of a traded service at the centre, the schools themselves hosting some services and the remaining elements outsourced. A summary of his report is at Appendix 1 and a visual representation of the proposed service is at Appendix 2. A copy of the full report is in the Members' library.
- 2.05 Following discussion and agreement with the Leader and Cabinet Member for Education, a period of intense consultation and engagement was undertaken with the school community between January and March 2015. Officers attended the primary and secondary heads federations on several occasions, the schools budget forum, drop in sessions and one to one discussions with headteachers. These resulted in 81% of primaries and 83% of secondary schools expressing formal support for the proposals.

3.00 CONSIDERATIONS

- 3.01 The proposed model works on the principle that schools should be given as much autonomy as possible and that the County Council should retain control of only those services that are absolutely necessary. In practice this will result in a three way split as follows:-
- 1) The County Council will provide SIMS support, control the network infrastructure, server support and maintenance, high level technical support and business partnering.
 - 2) Six schools will host federated technicians serving cluster primary schools with day to day technical support, software installation. Procurement and installation of devices, projector maintenance and VLE (virtual learning environment) support.
 - 3) Schools themselves will procure out of warranty repairs, managed print and projector repairs.
- 3.02 By carefully aligning schools with federated technicians it is possible to produce clusters of roughly equal numbers thereby ensuring a reasonably consistent level of support. It is also possible to create a Welsh speaking cluster thereby making it easier to facilitate support in Welsh, which is not currently offered. The final location of each technician will be agreed with the schools, but it is hoped that they will be in schools with pre-existing ICT teams in order to provide support and management.
- 3.03 The model requires several Service Level Agreements (SLAs) to be drawn up. There will be an SLA governing services provided by the County Council to schools. There will also be a similar SLA between the host schools and the clusters they support governing the services provided by the federated technicians. These will be drafted jointly

with the schools community again increasing autonomy.

- 3.04 A commencement date for the new service has not been determined. Again, it will need to be agreed with the schools community. Given the work that remains to be done to implement the proposed model April 2016 seems the realistic date to start. In the meantime the service will continue on its current lines.

4.00 RECOMMENDATIONS

- 4.01 That the proposed new model for the Education ICT service be agreed with a suggested start date of April 2016.
- 4.02 That delegated authority be given to the Chief Officer (Governance) in consultation with the Cabinet Members for Corporate Management and Education and Youth to revise the scheme to take account of comments made at the Education and Youth Overview and Scrutiny Committee meeting.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The proposed model delegates more budget to the schools in order to support the increased level of autonomy. The devolved budget for 2015/16 is £365K approximately and under the proposed model this would increase to £680K. In reality this is far below the cost of provision in the private sector which means that schools are being provided with cost effective services that they could not otherwise afford.
- 5.02 By making changes to the establishment structure (see below) the proposals are able to reduce the base budget for the service from £766,132 in 2015/16 by £227,969. This equates to a saving of 29.75%. The saving figure is based on certain assumptions about the job evaluation outcomes for reconfigured posts.

6.00 ANTI POVERTY IMPACT

- 6.01 None directly arising from the report.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None directly arising from the report.

8.00 EQUALITIES IMPACT

- 8.00 As mentioned grouping Welsh medium schools into a single cluster will enable the provision of service in Welsh.

9.00 PERSONNEL IMPLICATIONS

- 9.01 By amalgamating the Education ICT Service into Corporate ICT it is possible to:-
- Reduce management costs.
 - Place employees in larger teams where they can have greater support.
 - Offer employees a wider range of experience and development opportunities.
- 9.02 The schools community has agreed to give prior consideration to employees already within the service when recruiting the federated technicians. This will give the employees greater security and enable talent to be retained.
- 9.03 There is a separate report later on the agenda showing proposed structure for ICT services at the County Council.

10.00 CONSULTATION REQUIRED

- 10.01 Schools budget forum and primary & secondary heads federations.
- 10.02 The report needs to be considered by the Education and Youth Overview and Scrutiny Committee. It is being considered by Cabinet first in order to enable implementation to begin prior to the school holidays, subject to any comments that might come from the Scrutiny Committee.

11.00 CONSULTATION UNDERTAKEN

- 11.01 The consultation already undertaken has been described in the report. Likewise the further consultation to be undertaken has also been mentioned.

12.00 APPENDICES

- 12.01 Appendix 1 – Summary of consultant’s report.
Appendix 2 – Diagram of proposed service delivery model.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

Detailed consultant’s report
Summary and detailed proposed budget delegations
Proposed location for federated technicians.

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Key Points from the Draft ICT Service Review Delivery Proposals

- Identification and service delivery that meet needs identified through consultation with schools, learning centres, libraries and youth centres and are sustainable from a budget that by April 2017 is expected to be 30% less than the current ICT Unit budget.

Options Appraisal

	Authority Provision	Traded Service	Outsourcing	Managed Service
Strategic Fit	18	36	24	25
Value for Money	19	48	38	34
Service Delivery	36	67	45	61
Sustainability	33	48	23	32
Acceptability	27	31	21	19
Total Score	133	230	161	171

The outcome clearly identifies that the essential requirement is for delivery model(s) where establishments receive funding and are able to choose whether or not to purchase service.

- Whilst a strategic overview is required this can and should be developed with significant input from schools. Thus priority in utilising funding for staffing is for technical and SIMS support that directly impacts on pupil and staff use of ICT rather than on provision of an advisory function.
- There is a considerable amount of work required to take some of the proposals forward in respect of specification, costing and gaining agreement with schools, learning centres, libraries and youth centres and implementation. An outline summary of the proposals and resulting tasks is given in the following table.
- The cost of service from external providers is prohibitive for many schools, libraries and youth centres.
- The only way that most primary and special schools will be able to receive suitable service support for ICT is if all schools accept the principles of partnership, collaborative working and collective responsibility for enabling the best possible provision for pupils, young people and the public. In this way the available funding can be used to ensure that smaller schools are not disadvantaged.

Delivery Model	Service(s)	Key Points	Resulting Tasks for Implementation
Authority Provision	Electronic Communication	Welsh Government has funded broadband connectivity to March 2017. The Authority is required to fund it thereafter. Ensures security and integrity of the Corporate WAN.	Implement a mobile device management (MDM) solution
Transfer to Schools	<p>(a) School-based technical support for servers, storage, backup, hardware and software at Tier 1 and Tier 2. *</p> <p>(b) Support for network infrastructure at Tier 1 and Tier 2. *</p> <p>* These reflect tasks to be transferred from the ICT Unit.</p> <p>(c) Assessment of hardware and arrangement of warranty repair for user devices.</p> <p>(d) Direct procurement of user devices and imaging.</p>	<ul style="list-style-type: none"> • Work undertaken by secondary ICT technical staff. • Federated approach for primary/special schools/PRU: funding transferred to enable appointment of ICT Technicians that will be based at different secondary schools and support a group of primary/special schools/PRU. • Library and Youth Service jointly fund part-time ICT 	<ul style="list-style-type: none"> • Confirmation of available budget and number of posts. • Gain agreement and commitment from schools. • Produce suggested models of operation within school group. • Produce suggested job descriptions. • Appoint staff. • Assess and train staff to ensure capability. • Provide schools with

Delivery Model	Service(s)	Key Points	Resulting Tasks for Implementation
	(e) Repair/replacement of AV devices. (f) Provision and support for electronic mail. (g) Leading maintenance of internet filtering policies and recommended hardware, (h) Leading development of strategic approaches.	technicians to cover support working to 9pm & Saturdays	access to TopDesk. • Work with Headteacher Federations plus Library and Youth Services to establish advisory groups for Internet filtering, strategic development.
Traded Service	(a) Support for servers, storage and backup at Tier 3. (b) Tier 3 related support for hardware and software. (c) Replacement of servers, storage and backup. (d) Support and training for use of SIMS. (e) Support, backup and replacement of servers/storage for SIMS. (f) Signposting, recommendations and contractual arrangements, for desktops, laptops and tablets. (g) Managing framework contracts for outsourced services on behalf of clients including pricing and monitoring performance. (h) Generation of Traded Service performance information. (i) Monitoring support needs to enable common issues to be efficiently identified and addressed. (j) Maintaining generic Internet filtering policies. (k) Administering the technical knowledge base. (l) Administering advisory and strategic groups and resultant actions.	• Service team to be created from staff currently working within the ICT Unit. • Service incorporates Tier 3 support and funded replacement of servers, storage and backup – as requested by schools. Library and Youth Services will fund replacement. • Tier 3 support will be provided for networking infrastructure within schools. • Schools will order devices directly from suppliers and be able to image them. • Existing SIMS support staff will continue to provide support and training. • SIMS to be hosted centrally. • Business support role will pick up service (f) to (k).	• Urgently review detailed server, storage and backup needs, formulate and agree a costed strategy with schools. • Finalise central implementation and costs for centralising SIMS – including DMZ environment. Implement before summer 2015. • Agree FTEs resulting from support provision and hence the cost of providing the traded service. • Produce job descriptions aligned with Corporate ICT posts. • Identify location within Corporate ICT structure plus management and support. • Identify staff and establish service team. • Develop and agree with schools an SLA for an agreed period. • Identify additional service that could be provided at additional cost and, if possible, incorporate into the SLA eg Tier 2 tasks within schools where there is a single ICT technician. • Set up a technical support knowledge base. • Work with Headteacher Federations plus Library and Youth Services to establish communication and sharing arrangements for the Virtual Techn'l Support Team.
Outsourcing	(a) Assessment and repair of desktops, laptops and tablets. (b) Printing.	(a) Warranty repair by supplier. (b) Assessment and repair	• Explore the potential for local hosting of Moodle.

Delivery Model	Service(s)	Key Points	Resulting Tasks for Implementation
	(c) Internet filtering (d) VLE/Moodle.	<p>service available for items out of warranty.</p> <p>(c) Print managed solution incorporating supply, repair, consumables and replacement.</p> <p>(d) Internet filtering is currently outsourced and requires minimal technical administration.</p>	<ul style="list-style-type: none"> • Produce and agree with schools plus Library and Youth Services, ITT documents for each outsourced service. • Manage assessment of tenders and awarding of contracts.

- A number of ICT Technicians should be appointed each with a responsibility to support a group of primary/special schools, each being based at a different secondary school.
- Electronic communications and software licensing are essentially key requirements that underpin use of ICT within schools, libraries and youth centres and little can be done to reduce the cost.
- An urgent identification, taking into account the differing needs of schools – particularly very large primaries, and the capability and features of current provision, should be undertaken of the potential cost of alternative implementation
- The proposed Traded Service requires 3.0 FTE to deliver technical support, 1.0 FTE to provide business support and 2.0 FTE for SIMS support and training.
- Given the schools' priority for technical support, the proposed delivery models and the integration of the proposed Traded Service in Corporate ICT, budget for the current Advisory and Administrative roles in the ICT Unit needs to be realigned to provide school-based technical support.
- The prudential borrowing period for replacement has been identified as 5 years thus enabling the delivery models to fit within the available budget. There needs to be synergy between the borrowing period and the length of commitment from schools to the Traded Service within which they want funded replacement of servers, storage and backup to be included.
- The current model for delegation reflects pupil numbers. However, in some areas for technical support the key factors are the number of devices within the school – servers, storage devices, communication switches and wireless access points. For internet filtering within the proposed service delivery model the most appropriate allocation is simply an equal cost for each school as the filtering service is the same irrespective of the number of users.

The proposed mechanism for delegation of budgets to schools is outlined below.

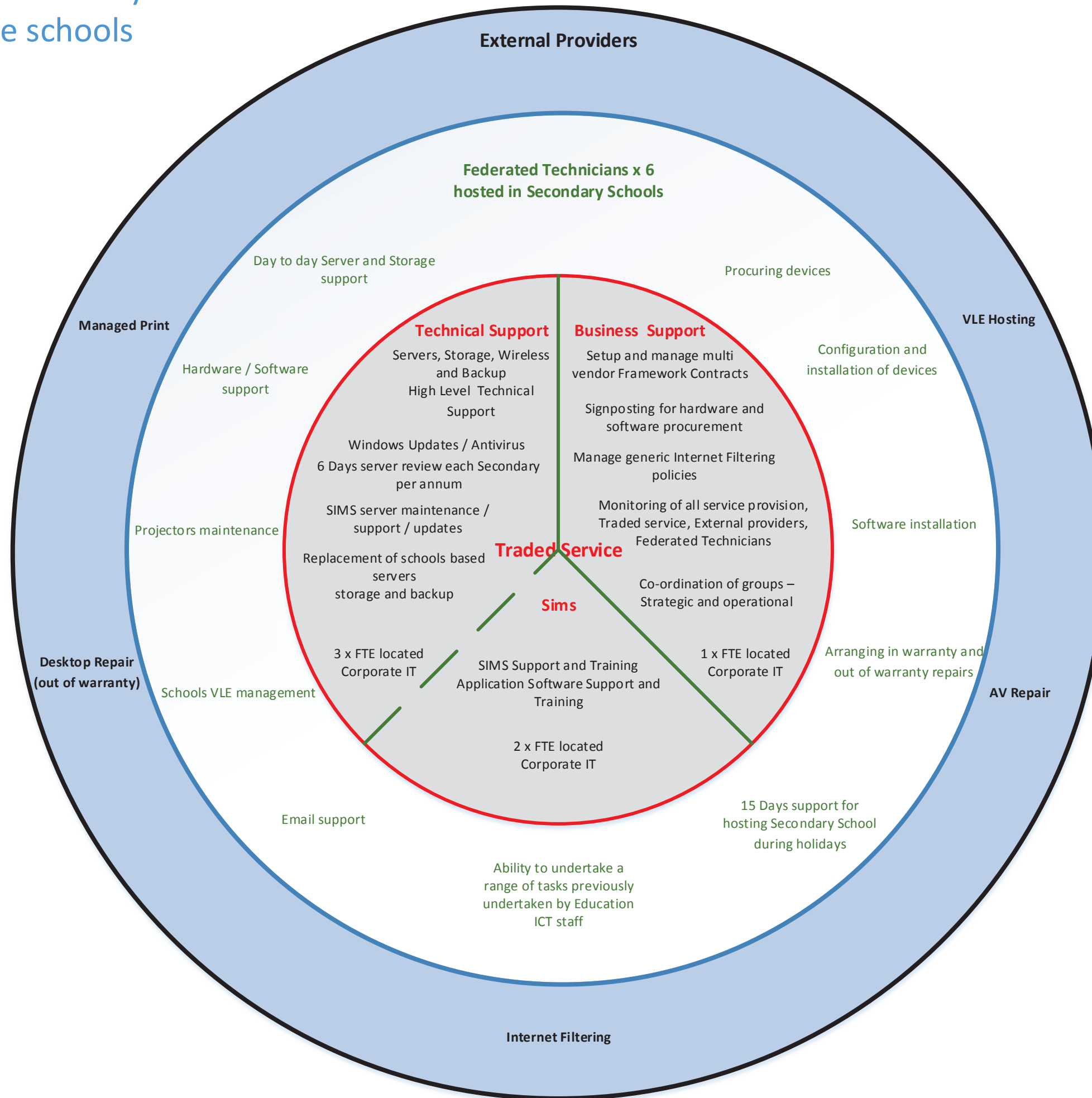
- Base cost per school: for those service elements where provision is the same for every school.
- Device allocation: for support and replacement where there are specific known numbers of devices.
- Pupil numbers: remaining funding not covered by (a) or (b)

The basis for delegation needs to be discussed with schools and agreed by the School Budget Forum.

- Service costs for libraries and youth centres for Internet filtering will be based on the number of establishments whilst the cost of the Traded Service, incorporating business support, will be based on the number of servers and nature of any specialist support.
- The balance of the current funding from the Library Service, possibly reflecting a 30% budget reduction, would be used to fund the part-time ICT Technician that would provide support in Libraries. The Youth Service will need to find the above cost plus money to fund the part-time ICT Technician that would provide support in youth centres.

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Proposed ICT Service Delivery Model For Flintshire schools



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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CORPORATE FINANCE MANAGER**

SUBJECT: **REVENUE BUDGET MONITORING 2014/15 (MONTH 12)**

1.00 PURPOSE OF REPORT

- 1.01 To provide Members with the latest revenue budget monitoring information for 2014/15 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month 12. The final outturn for 2014/15 will be reported to Cabinet in July.

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1.02	Section 2	Executive Summary
	Section 3	Council Fund Latest In Year Forecast
	Section 4	Carry Forward Requests
	Section 5	Inflation
	Section 6	Monitoring Budget Assumptions & Risks
	Section 7	Unearmarked Reserves
	Section 8	Housing Revenue Account (HRA)
	Section 9	Recommendations
	Appendix 1	Council Fund – Movement in Variances from Month 10
	Appendix 2	Council Fund Variance Summary
	Appendix 3	Efficiencies Summary
	Appendix 4	Movements on Council Fund Unearmarked Reserves
	Appendix 5	HRA Variance Summary
	Appendix 6	Carry Forward Requests

2.00 EXECUTIVE SUMMARY

- 2.01 The projected year end position, as estimated at Month 12 is as follows:

Council Fund

- Net in year expenditure forecast to be £2.059m lower than budget.
- Projected contingency reserve balance at 31 March 2015 of £5.000m.

Housing Revenue Account (HRA)

- Net in year expenditure forecast to be £0.069m more than budget.
- Projected closing balance as at 31 March 2015 of £1.096m.

3.00 COUNCIL FUND LATEST FORECAST

3.01 The table below shows the projected position by portfolio which reflects the Council's new Operating Model which came into effect on 1 June 2014.

3.02 As previously reported, following the implementation of the Single Status agreement in June 2014, extensive work has been undertaken to rebase all workforce budgets to reflect the actual new costs arising from the new pay and grading structure. This work is now complete and revised workforce budgets have now been allocated to portfolio areas to meet the costs of their workforce establishment (base pay, allowances and vacancies). The outcome of this work is reflected in the figures below.

3.03 The table below shows projected in year expenditure to be £2.059m less than budget.

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	Projected Outturn	In-Year Over/ (Under) spend	
				Month 10	Month 12
				£m	£m
Social Services	59.889	58.046	58.170	(0.011)	0.124
Community & Enterprise	14.368	13.367	12.754	(0.816)	(0.613)
Streetscene & Transportation	28.381	29.558	29.632	0.134	0.074
Planning & Environment	6.394	5.664	5.418	(0.210)	(0.246)
Education & Youth	97.167	97.155	97.233	0.272	0.078
People & Resources	5.395	5.029	5.000	(0.006)	(0.029)
Governance	8.821	8.388	8.491	0.154	0.103
Organisational Change	9.738	8.923	8.758	0.147	(0.165)
Chief Executive	2.160	3.151	3.111	(0.096)	(0.040)
Central & Corporate Finance	22.863	25.895	24.550	(1.284)	(1.345)
Total	255.176	255.176	253.302	(1.716)	(2.059)

3.04 The reasons for all movements from Month 10 are summarised in appendix 1 with the projected variances occurring for the year to date summarised within appendix 2.

3.05 **Significant Budget Movement Between month 10 to month 12**

Changes in revised budget from month 10 relate mainly to adjustments relating to the single status rebasing exercise, property maintenance reallocations, and workforce efficiency accounting adjustments.

Main changes within the report

- 3.06 The overall variance between Month 10 and Month 12 is £0.343m. Within this figure there have been several major variances.
- 3.07 The first is an increase in workforce efficiencies with a positive variance of £0.546m as detailed in 3.12.
- 3.08 The second is the final estimated cost for the closure plan for the orphaned site at Sandycroft which has now been approved by Cabinet. The Council is now in a position to scope the full cost for the closure of risks 1) as a consequence of having tenders in for the removal of the remaining chemicals and 2) having the £0.700m specific grant from Welsh Government confirmed. It can now be confirmed that within the total projected cost of £1.7m the in year liability falling on the Council for closure of risk is £0.800m. This has now been included in the closing outturn position for accounting purposes.

Programme of Efficiencies

Corporate and Functional Efficiencies

- 3.09 The 2014/15 budget contains £8.8m of specific efficiencies comprising Corporate Value for Money (VFM) on Procurement and Back to Basics of £1.301m and specific Functional VFM efficiencies of £7.539m.
- 3.10 The table below summarises the latest position for the achievement of these specific efficiency programmes which includes a projected under achievement of the VFM efficiency relating to the Review of Administrative Support.
- 3.11 The analysis shows that it is currently projected that £7.682m (87%) will be achieved resulting in a net underachievement of £1.158m. Details for the current year efficiencies currently projected to not be achieved in full are shown in appendix 3.

Status of Efficiency	Value of Budgeted Efficiency £m	Value of Projected Efficiency £m	(Under) Over Achievement £m
Already Achieved	2.854	2.854	0.000
Expected to be Achieved in Full	3.866	3.866	0.000
Achievable in Part	1.070	0.977	(0.093)
Not Achievable	1.050	(0.015)	(1.065)
Total	8.840	7.682	(1.158)

3.12 **Workforce Efficiencies**

The 2014/15 budget also contains £3.1m of Workforce Efficiencies. The latest position is a net over achievement on all workforce related efficiencies (including admin support) is £0.335m. This is a positive movement of £0.546m over month 10 due to an increase in overall workforce efficiencies of £0.785m, offset by an increase in investment costs of £0.239m.

4.00 **CARRY FORWARD REQUESTS**

4.01 Various requests to carry forward funding into 2015/16 have been identified. Details of all carry forward requests are shown in appendix 6 and are recommended for approval.

5.00 **INFLATION**

Included within the 2014/15 budget are provisions for pay (£1.316m), targeted price inflation (£0.590m), non-standard inflation (£0.670m) and income (£0.151m).

The amounts for non-standard inflation (NSI) (Fuel, Energy and Food) are held centrally and allocated out to portfolio areas only where a funding need is evidenced. Allocations of NSI have been made to departments where there has been an evidenced need, this has resulted in an underspend of £0.144m on the amount required for fuel, an underspend of £0.054m on the amount required for food, together with an underspend of £0.042m on the amount required for Non-Domestic Rates.

6.00 **MONITORING BUDGET ASSUMPTIONS AND RISKS**

6.01 As we are nearing the end of the financial year there is a reduced risk of significant changes occurring so previously reported risks have now been removed. However, the final outturn will not be confirmed until the accounts have been finalised and submitted for audit.

7.00 **UNEARMARKED RESERVES**

7.01 The 2013/14 final outturn reported to Cabinet on 15 July 2014 showed

unearmarked reserves at 31 March 2014 (above the base level of £5.834m) of £5.328m.

- 7.02 This position reflected a contribution of £0.745m made from reserves as part of an accounting adjustment for termination benefits arising from the workforce efficiencies for the Senior Management Phase 1 programme. As budget provision was made within the 2014/15 budget for this, this has now been transferred back into reserves in the current financial year.
- 7.03 Section 6.05 of the 2014/15 budget report outlined the investment strategy required to fund one off costs and transitional funding for efficiencies that could not be found in full in 2014/15. This identified a potential £3.7m available to fund these from the contingency reserve as well as utilising the Single Status/Equal Pay Reserve.
- 7.04 Currently it is estimated that £2.5m will be required from the Contingency Reserve to fund the one off costs in 2014/15.
- 7.05 The Month 2 Monitoring report to Cabinet on 15th July also advised members of an allocation of £0.696 from the contingency reserve to fund investment costs approved under delegated powers.
- 7.06 Taking into account all of the above and the current projected outturn at month 12, the projected balance on the contingency reserve at 31 March 2015 is £5.000m. This is summarised in Appendix 4.

8.00 HOUSING REVENUE ACCOUNT

- 8.01 On 18th February 2014 the Council approved a Housing Revenue Account (HRA) budget for 2014/15 of £29.886m. The budget provided for a closing balance of £0.956m, which at 3.2% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%.
- 8.02 The 2013/14 final outturn reported to Cabinet on 15th July 2014 showed a closing balance at the end of 2013/14 of £1.662m.
- 8.03 The position at Month 12 is reporting an overall projected overspend of £0.069m and a projected closing balance at month 12 of £1.096m, which at 3.65% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%.
- 8.04 Appendix 5 details the reasons for significant variances.

9.00 RECOMENDATIONS

Members are recommended to :-

- a) Note the overall report.
- b) Note the projected Council Fund contingency sum as at 31st March 2015 (paragraph 7.06)
- c) Note the projected final level of balances on the Housing Revenue Account

(paragraph 8.03)

d) Approve the carry forward requests as stated in Appendix 6

10.00 FINANCIAL IMPLICATIONS

The financial implications are set out in Sections 3.00 – 8.00 of the report.

11.00 ANTI POVERTY IMPACT

None

12.00 ENVIRONMENTAL IMPACT

None

13.00 EQUALITIES IMPACT

None

14.00 PERSONNEL IMPLICATIONS

None

15.00 CONSULTATION REQUIRED

None

16.00 CONSULTATION UNDERTAKEN

None

17.00 APPENDICES

Council Fund – Movement in Variances from Month 4 – Appendix 1
Council Fund – Budget variances – Appendix 2
Council Fund – Efficiencies not fully achieved – Appendix 3
Council Fund – Movements on unearmarked reserves – Appendix 4
Housing Revenue Account Variances – Appendix 5
Carry Forward Requests – Appendix 6

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

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**COUNCIL FUND - REVENUE BUDGET 2014/15
FLINTSHIRE COUNTY COUNCIL**

**Budget Monitoring (Month 12)
Summary of Movement from Month 10**

	£m	£m
Month 10		
Portfolios	(0.432)	
Central and Corporate Finance	(1.284)	
Variance as per Cabinet Report		(1.716)
Month 12		
Portfolios	(0.714)	
Central and Corporate Finance	(1.345)	
Variance as per Directorate Returns		(2.059)
Change Requiring Explanation		(0.343)

Social Services

Services For Adults

• Hospital Social Work (Intake and Reablement) - Increase in Health Board income of -(£0.015m) Other minor employee cost savings -(£0.023m).	(0.038)	
• Resources & Regulated Services (Intake and Reablement) - Movement due to increase in joint packages with Health Board +(£0.028m) and Homecare costs +(£0.066m) pay savings returned to workforce efficiencies.	0.094	
• Reablement Services (Intake and Reablement) - Increase in Reablement costs +(£0.026m), Increase in CHC -Intermediate Care costs +(£0.026m). Offset by increased CHC funding within Living Well team -(£0.025m) and other minor movements of -(£0.001m).	0.026	
• Professional Support (Intake and Reablement) - +(£0.031m) increase due to employee staffing efficiency savings returned to corporate workforce efficiencies.	0.031	
• Locality Teams (Localities) - Additional property related income on Residential Care (-£0.049m), underspend on Minor Adaptations due to utilisation of grant income (-£0.044m) plus other minor variances (-£0.010m).	(0.103)	
• Admin Support (Disability Services) - unbudgeted payments for specialist consultancy services relating to changes in service delivery.	0.035	
• Disability Services (Disability Services) - Costs increase due to new homecare clients.	0.144	
• Other minor changes of less than £0.025m for Services for Adults.	0.032	
Subtotal: Services for Adults		0.221

Development & Resources

• Training - Movement due to +(£0.024m) single status pay protection and other minor movements of +(£0.014m).	0.038	
• Other minor changes of less than £0.025m.	0.004	
Subtotal: Development & Resources		0.042

Children's Services

• Professional Support - Decrease in court costs within resources -(£0.031m). Decrease in trust fund payments within Children's First -(£0.030m). -(£0.030m) decrease in CYAST support costs. Other minor movement net of -(£0.038m).	(0.128)	
• Early Years - Shortfall of recovery against NOVUS ESF grant.	(0.030)	
• Flying Start - Impact of single status outcomes within grant funded service, plus cost relating to 2013/14 not funded by 2014/15 grant.	0.086	
• Out of County placements - changes to placement costs.	(0.033)	
• Other minor changes of less than £0.025m.	(0.023)	
Subtotal: Children's Services		(0.128)

Total: Social Services

0.135

Community & Enterprise

Customer & Housing Services

• Income in respect of Welfare Rights.	(0.038)
• Reduced pressure on support recharge to the Council Fund from the HRA.	(0.024)
• Underspend on Homeless Accommodation.	(0.010)
• Support to Homelessness.	0.025
• Additional expenditure in respect of Strategic Housing & Regeneration Programme (SHARP) procurement.	0.012

• Minor changes of less than £0.025m.	0.023	
Subtotal: Customer & Housing Services		(0.012)
Supporting Services		
• Increased expenditure in respect of Carelink/Telecare equipment.	0.009	
• Minor changes of less than £0.025m.	(0.045)	
Subtotal: Supporting Services		(0.036)
Regeneration		
• Reduced Markets Income.	0.022	
• Minor changes of less than £0.025m.	0.012	
Subtotal: Regeneration		0.034
Revenues & Benefits		
• Increased Surplus on Council Tax Collection Fund.	(0.154)	
• Reduced underspend on Council Tax Reduction Scheme.	0.115	
• Final accounts adjustments in respect of Housing Benefit Subsidy debt provision	0.236	
• Minor changes of less than £0.025m.	0.031	
Subtotal: Revenues & Benefits		0.228
Customer Services		
• Minor changes of less than £0.025m.	(0.011)	
Subtotal: Customer Services		(0.011)
Total: Community & Enterprise		0.203

Streetscene & Transportation Portfolio

Streetscene		
• Other minor changes of less than £0.025m.	0.001	
Subtotal: Streetscene		0.001
Highways Strategy & Traffic Services		
• Streetworks - increased income levels.	(0.017)	
• Transportation - Lower level of expenditure than previously anticipated	(0.013)	
• Cemeteries & Environmental Crime - Lower level of expenditure than previously anticipated	(0.020)	
• Other minor changes of less than £0.025m.	(0.018)	
Subtotal: Highways Strategy & Traffic Services		(0.068)
School Transport		
• Other minor changes of less than £0.025m.	0.007	
Subtotal: School Transport		0.007
Total: Streetscene & Transportation		(0.060)

Planning & Environment Portfolio

Planning		
• Planning - movement of outstanding Workforce Single Status Budgets.	(0.035)	
• Other minor changes of less than £0.025m.	0.006	
Subtotal: Planning		(0.029)
Public Protection		
• Other minor changes of less than £0.025m.	(0.010)	
Subtotal: Public Protection		(0.010)
Other Services		
• Energy Services - Gas Engines lower level of expenditure than previously anticipated	(0.049)	
• Land Drainage - reprofiling income to mitigate grant shortfalls in 2015/16.	0.031	
• Other minor changes of less than £0.025m.	0.018	
Subtotal: Other Services		0.000

Management Support & Performance	
• Reduced commitment for Bad Debt Provision.	(0.016)
Subtotal: Management Support & Performance	(0.016)
Greenfield Valley Heritage Park	
• Reprofitting of Heritage Lottery Fund Grant (HLF) commitment into 2015/16.	0.019
Subtotal: Greenfield Valley Heritage Park	0.019
Total: Planning & Environment	(0.036)
<u>Education & Youth</u>	
21st Century Schools	
• Further refinement of estimates relating to contract exit costs of the John Summers High scheme.	(0.110)
• Minor changes of less than £0.025m.	0.039
Subtotal: 21st Century Schools	(0.071)
Primary & Early Years Education	
• Primary School Services.	(0.002)
• Minor changes of less than £0.025m.	(0.002)
Subtotal: Primary & Early Years Education	(0.004)
Inclusion Services	
• Increased recoupment from Betsi Cadwalader due to tri-partite payments owing to the authority at year end. Neogotiations are still ongoing to finalise this and also with other Local Authorities for final figures for 2014-15.	(0.100)
• Out of County.	(0.008)
• Inclusion & Behaviour Support.	(0.019)
Subtotal: Inclusion Services	(0.127)
School Management & Information	
• Regional Capita One.	(0.003)
• Minor changes of less than £0.025m.	(0.007)
Subtotal: School Management & Information	(0.010)
Minor variances of less than £0.025m	
• Secondary Schools.	(0.006)
• Regional Services.	(0.021)
• School Planning.	0.055
• School Provision.	0.009
• Adult & Community Education.	0.009
• Youth Justice Service.	(0.009)
• Children Youth Partnership.	0.001
• Children & Young Peoples Partnership.	(0.010)
• Youth & Community Service.	(0.007)
• Business Support.	(0.003)
Total minor variances of less than £0.025m	0.018
Total: Education & Youth	(0.194)
<u>People & Resources</u>	
HR & OD	
• Minor changes of less than £0.025m.	(0.019)
Subtotal: HR & OD	(0.019)
Corporate Finance	
• Minor changes of less than £0.025m.	(0.004)
Subtotal: Corporate Finance	(0.004)
Total: People & Resources	(0.023)

Governance

Minor variances of less than £0.025m	
• ICT.	0.002
• Records Management.	(0.004)
• Procurement.	(0.001)
• Legal Services.	(0.021)
• Democratic Services.	(0.017)
• Internal Audit.	(0.005)
• Support Services.	(0.005)
Total minor variances of less than £0.025m	(0.051)
Total: Governance	(0.051)

Organisational Change

Public Libraries & Arts, Culture & Events	
• Minor changes of less than £0.025m.	(0.022)
Subtotal: Public Libraries & Arts, Culture & Events	(0.022)
Museum Services	
• Minor changes of less than £0.025m.	0.005
Subtotal: Museum Services	0.005
County Archives	
• Minor changes of less than £0.025m.	(0.004)
Subtotal: County Archives	(0.004)
Leisure Services	
• Additional income of £0.027m on Spa and Fitness Suite and £0.062m savings on expenditure to offset the previously reported pressure on income. Efficiencies have been partially offset by the income pressure on Deeside Ice Rink which has increased by a further £0.024m. The remaining £0.025m relates to minor efficiencies elsewhere.	(0.091)
Subtotal: Leisure Services	(0.091)
Community Assets	
• Minor changes of less than £0.025m.	(0.007)
Subtotal: Community Assets	(0.007)
Valuations & Estates	
• Additional consultant cost works on Agri Estates of £8k and NNDR ratings of £11k. Additional costs in respect of the Enterprise Centre of £46k other Minor Variances £21k.	0.097
Subtotal: Valuations & Estates	0.097
Property Design & Consultancy	
• Additional fee income within CPM has been identified.	(0.272)
Subtotal: Property Design & Consultancy	(0.272)
Engineering Services	
• Minor changes of less than £0.025m.	0.005
Subtotal: Engineering Services	0.005
Facilities	
• Increase in catering income.	(0.023)
Subtotal: Facilities	(0.023)
Total: Organisational Change	(0.312)

Chief Executive

• A carry forward request for £0.056m for a new performance management system has been included in month 12.	0.056
Total: Chief Executive	0.056

Central & Corporate Finance

• Minimum Reserve Provision reviewed in year	(0.185)
• Workforce Efficiencies.	(0.785)
• Workforce Costs.	0.239
• Provision relating to closure plan of orphaned site at Sandycroft	0.800
• Pension Fund Contributions.	(0.083)
• One-Off Efficiencies.	(0.070)
• Minor changes of less than £0.025m.	0.023
Total: Central & Corporate Finance	(0.061)
Total Changes	(0.343)

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Social Services						
Social Services for Adults - Locality Teams (Localities)	14.196	14.260	0.064	0.167	There is an overall improvement in this area, however, there remains a fairly stable level of overspend of £0.837m within Domiciliary Care, influenced by clients returning to the service following successful past reablement, the changing demographic profile, increased complexity of need and increasing numbers of people with dementia. The significant projected overspend on domiciliary care is being offset by a projected underspend of £0.688m on residential care (which includes, an underspend of £0.212m on payments to care home providers, an underspend of £0.311m due to an increase in the level of property related income, plus further increases in income above budget including £0.144m for free nursing). There is a further underspend of £0.039m due to usage of Intermediate Care Fund grant and a further underspend of £0.049m due to reduction of use of consultant Occupational Therapists. Other variances amount to a net underspend of £0.003m.	Keep under review.
Social Services for Adults - Resources & Regulated Services (Intake & Reablement)	5.737	5.621	(0.116)	(0.210)	Residential Care net underspend of £0.088m, which is due to additional income of £0.217m (being increased client contributions of £0.146m and new one-off grant income of £0.071m). This underspend is offset by overspends on Pay of £0.017m, Premises costs of £0.052m (mainly utilities costs) and Supplies & Services of £0.060m (mainly on catering charges). There are further underspends of £0.037m on Extracare facilities, £0.017m on day care and £0.011m on transport, and an overspend of £0.037m on home care.	Keep under review.
Social Services for Adults - Transition and Disability Services (Disability Services)	0.555	0.640	0.085	0.075	The projected overspend is mainly due to the cost of the support arrangements provided by Penderels in respect of direct payments. This accounts for £0.065m of the total projected overspend of £0.085m.	Keep under review.

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Social Services for Adults - Resources & Regulated Services (Disability Services)	15.546	14.823	(0.723)	(0.716)	Supported Living projected underspend of £0.665m, (which is mainly influenced by net additional income of £0.403m from BCUHB in respect of previously disputed joint funded placements, and an underspend on residential placement costs of £0.295m. Other minor variances amount to a net overspend of £0.033m. The new income being received from BCUHB will help to achieve the new budget efficiency from 2015/16 in this area). Other net minor underspends of	Keep under review.
Social Services for Adults - Safeguarding Co-ordinator (Localities)	0.220	0.294	0.074	0.057	The adverse variance is due to increased costs for agency staff and medical advice required for Deprivation of Liberties Safeguarding Assessments (DOLS). This reflects a part year impact of the recently approved full year pressure from 2015/16.	Keep under review.
Social Services for Adults Residential and Domiciliary Service (Mental Health & Substance Misuse Service)	0.803	0.896	0.093	0.102	Changes in Residential and Domiciliary packages along side additional new package costs totalling £0.098m. Various other minor variances amount to a net overspend of £0.004m.	Keep under review.
Social Services for Adults - Forensic Budget (Mental Health & Substance Misuse Service)	0.314	0.194	(0.120)	(0.142)	Reflects current care packages for 2014/15.	Keep under review - potential volatility due to changes in client numbers and demands at short notice from prison or courts.
Social Services for Adults - Vulnerable Adults and Disability Service (Disability Services)	1.815	2.190	0.375	0.231	Reflects costs of current projected care packages and residential care overspend of £0.533m off set by joint funded income from BCUHB of £0.149m. Various other minor variances amount to a net underspend of £0.009m.	Keep under review.

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Other Services for Adults variances (aggregate)	5.645	5.517	(0.128)	(0.181)	Various minor variances.	Continue to review but not expected to be recurrent.
Development & Resources - Business Services - Income	(1.573)	(1.783)	(0.210)	(0.215)	Impact of an increase by Welsh Government in the level of the maximum charge cap from £50 per week to £55 per week.	Continue to monitor and review.
Other Development & Resources variances (aggregate)	2.439	2.486	0.047	0.010	Various minor variances.	Continue to review but not expected to be recurrent.
Children's Services - Family Placement	2.227	2.449	0.222	0.205	The £0.222m overspend is a result of an increase in the number of foster care placements within the service. Part of this is also due to the increasing number of court orders for Residence and Special Guardianship orders which invariably attract an ongoing allowance for the carers.	A review of the Family Placement Team has been undertaken the outcome of which is being considered and will inform future planning and possible efficiencies.
Flying Start	0.002	0.078	0.076	(0.010)	Reflects unfunded impacts of Single Status pay increases due to this being a grant funded service £0.046m, plus expenditure of £0.030m relating to 2013/14 which cannot now be claimed.	Keep under review.
Children's Services - Out of County placements	3.428	3.705	0.277	0.310	The projected overspend is mainly influenced by an increased number of complex care packages.	Keep under review.
Other Services for Children variances (aggregate)	6.692	6.800	0.108	0.306	Various minor variances.	Continue to review but not expected to be recurrent.
Total Social Services	58.046	58.170	0.124	(0.011)		

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Community & Enterprise Customer & Housing Services	1.016	0.978	(0.038)	(0.026)	Income in respect of Welfare Rights of £0.038m. Estimated underspend of £0.131m on Homeless Accommodation including B&B accommodation projections and Homeless Prevention Fund income. Expenditure in respect of SHARP procurement of £0.102m. Other minor variances identified resulting in an overspend of £0.029m.	Continue to monitor and review.
Supporting People	0.256	0.304	0.048	0.084	Increased costs towards the purchase and maintenance of Carelink/Telecare equipment of £0.081m. Other minor variances identified resulting in an underspend of £0.033m.	Continue to monitor and review.
Regeneration	0.464	0.521	0.057	0.023	Estimated shortfall of £0.053m in markets due to increased waste removal costs and loss of income, exacerbated by Welsh Water works in Mold. Other minor pressures of £0.004m.	Continue to monitor and review.
Revenues & Benefits	10.969	10.380	(0.589)	(0.817)	Underspend due to an anticipated surplus on the Council Tax Collection Fund of £0.713m. Projected underspend of £0.139m on the budgeted provision for the Council Tax Reduction Scheme. Final accounts transfers in respect of HB Subsidy costs of £0.236m. A £0.027m pressure due to minor variances.	Request to carry forward: £0.031m towards the continuation of the Welfare Rights Programme in 15/16 £0.011m in respect of the DWP Fraud and Error Reduction Incentive Scheme which continues into 15/16.
Customer Services	0.662	0.571	(0.091)	(0.080)	£0.023m pressure due to reduced Welsh Translation recharge income. Efficiency in respect of Flintshire Connects of £0.107m. Efficiency due to other minor variances of £0.007m.	Continue to monitor and review.
Total Community & Enterprise	13.367	12.754	(0.613)	(0.816)		

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Streetscene & Transportation						
Waste Disposal & Waste Collection	7.437	7.578	0.141	0.134	Additional costs of overtime and use of Agency personnel due to high number of vacancies to maintain the necessary service provision is resulting in a projected overspend of £0.086m. Increased cost of Food Waste disposal of £0.050m due to the cost per tonne increasing. Other minor variances identified of £0.005m.	Business Planning proposals 2015/16 will remove vacancies, otherwise the posts will be filled. Budget Pressure bid submitted for 2015/16 budget for full year effect.
Highways Maintenance	1.155	1.215	0.060	0.043	Additional costs of overtime, Agency Personnel and Hired Vehicle costs.	Business Planning proposals 2015/16 will remove vacancies, otherwise the posts will be filled.
Winter Maintenance	0.999	0.951	(0.048)	0.000	The Winter Maintenance budget makes provision for one week of snow and there was only one snowfall that was cleared within 24 hours resulting in a reduction in expenditure of £0.048m.	
Fleet Services	4.572	4.542	(0.030)	0.002	Outturn includes the allocation for Non standard inflation of £0.130m (total budget of £0.177m currently held corporately) for projected total fuel costs in 2014/15. Additional service vehicle budgets were allocated later in the financial year.	
Business & Strategy	1.939	1.998	0.059	0.051	Knight Owl Security cost of Alarm / Security provision at Alltami Depot. Expenditure relating to Weir Consultants Service Review of £0.020m.	Depot Budgets to be realigned in 2015/16 to mitigate ongoing cost into the future.
Transportation	1.417	1.330	(0.087)	(0.074)	Bus Subsidy payments to Bus Operators. Expenditure commitment reduced based on decreasing contract levels.	Part of Business Planning proposals for 2015/16.
Streetworks	0.037	0.021	(0.016)	0.000	Slightly increasing levels of income from FPN's and road closures towards the end of the financial year.	Use of £20k Portfolio Balance at Period 8. Income is now moving in a positive direction.
Aggregate of other Variances	12.002	11.997	(0.005)	(0.022)	Minor Variances.	Continue to review all commitments to attempt to mitigate variances.
Total Streetscene & Transportation	29.558	29.632	0.074	0.134		

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Planning & Environment						
Planning	1.512	1.400	(0.112)	(0.083)	Levels of Planning Fee income remain variable.	Planning Fee Income levels will be closely monitored.
Public Protection	2.554	2.527	(0.027)	(0.017)	Budgets allocated following Single Status implementation At Period 12 - final adjustments to Single Status budgets.	Continue to maintain commitment challenge across the service.
Management Support & Performance	0.569	0.503	(0.066)	(0.050)	Vacancy Budget allocated following Single Status implementation inclusive of staff savings to date - At period 12 the commitment to increase Bad Debt Provision is not required.	Will be reviewed as part of monthly pay budget monitoring.
Energy Services (including closed Landfill Sites and Electricity Generation)	0.069	(0.005)	(0.074)	(0.025)	Further commitment challenge/accrual monitoring has been successful in reducing Repairs & Maintenance and Equipment Rental costs.	Monitor Income Generation Levels for Gas Engines.
Drainage	0.079	0.110	0.031	0.000	Income for Flood Water Management Act carried forward to mitigate anticipated grant funding shortfalls in 2015/16.	
Greenfield Valley & Heritage Park	0.289	0.288	(0.001)	(0.020)		Continue to review.
Aggregate of other Variances	0.592	0.595	0.003	(0.015)	At Period 12, reduction in expenditure due to removing Consultancy commitments in Highways Development Control.	Continue to review but not expected to be recurrent.
Total Planning & Environment	5.664	5.418	(0.246)	(0.210)		

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Education & Youth						
Primary & Early Years Education	44.333	44.331	(0.002)	0.000	Minor Variances.	Continue to review.
Secondary, 14 -19 & Continuing Education	36.954	36.933	(0.021)	0.007	Minor Variances.	Continue to review.
Inclusion Services	13.123	13.089	(0.034)	0.093	This is a volatile budget and one additional placement can make a significant change to projections. 2 new Out of County placements in October adversely affected this budget. 2 new placements and an emerging placement were received during November. In addition to this an increase in 1 to 1 support of 2 clients created a further cost of £0.038m. Staffing savings of £0.017m were realised during January.	Education placements may change throughout the year. Detailed monitoring will continue.
Access (School Planning & Provision)	0.709	0.779	0.070	0.006	The variance has been caused by a sharp increase in the cost of School Trips and in the demand for Free School Meals.	Continue to review.
21st Century Schools	0.087	0.266	0.179	0.250	This represents the final contract exit charges and expenditure already incurred against the John Summers High School replacement scheme within the 21st Century School programme. This scheme is no longer proceeding, which was agreed by cabinet 17th Feb 2015.	
Youth Services	1.472	1.452	(0.020)	(0.003)	Minor Variance.	Continue to review.
Commissioning & Performance	0.283	0.217	(0.066)	(0.063)	Reduction in external legal costs associated with school staff. Tightening of uptake of subscriptions, plus other minor variances.	Continue to review.
School Management & Information	0.194	0.166	(0.028)	(0.018)	Minor Variance.	Continue to review.
Total Education & Youth	97.155	97.233	0.078	0.272		

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
People & Resources						
HR&OD	2.618	2.614	(0.004)	0.015	Minor Variances.	Underspend is not expected to be recurrent.
Corporate Finance	2.411	2.386	(0.025)	(0.021)	Minor Variances.	Underspend is not expected to be recurrent.
Total People & Resources	5.029	5.000	(0.029)	(0.006)		
Governance						
Legal Services	0.735	0.870	0.135	0.153	£0.131m pressure due to Litigation around local land charges. Overspend due to other minor variances of £0.004m.	Litigation around land charges is a one-off non-recurring cost for this financial year.
Democratic Services	1.965	1.890	(0.075)	(0.055)	The variance is due to an underspend of £0.017m on canvassing costs, an underspend of £0.020m on the member's training budget, over achievement of £0.008m regarding income for the electoral register and an underspend of £0.012m on the Chairman's Dinner. Underspends of £0.018m are due to minor variances.	Underspend is not expected to be recurrent.
Internal Audit	0.402	0.385	(0.017)	(0.012)	Minor Variances.	Underspend is not expected to be recurrent.
Procurement	0.219	0.219	0.000	0.001	No Variance	
Support Services	0.716	0.691	(0.025)	(0.020)	Minor Variances.	Underspend is not expected to be recurrent.
Records Management	0.168	0.185	0.017	0.021	Minor Variances.	Overspend is not expected to be recurrent.
ICT	4.183	4.251	0.068	0.066	Overspend is due to Oracle License review of £0.040m, a pressure on the software budget for £0.036m and the cost of Agency Costs of £0.203m. These costs are being offset by vacancy savings of £0.201m. The balance is due to minor underspends of £0.010m.	The pressure due to the Oracle review is in-year only.
Total Governance	8.388	8.491	0.103	0.154		

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Organisational Change						
Public Libraries & Arts, Culture & Events	1.900	1.867	(0.033)	(0.011)	Minor Variance.	Continue to review.
Museums Service	0.062	0.063	0.001	(0.004)	Minor Variance.	Continue to review.
County Archives	0.253	0.244	(0.009)	(0.005)	Minor Variance.	Continue to review.
Leisure Services	3.977	3.987	0.010	0.101	Minor Variance.	Continue to review.
Community Assets	0.061	0.054	(0.007)	0.000	Minor Variance.	
Valuation & Estates	(0.980)	(0.843)	0.137	0.040	Income on a number of sites has been lower than anticipated. NNDR has increased as a result of a number of empty units. Utilities on Greenfield Business Park were higher than anticipated.	This is not a recurring pressure.
Property Design & Consultancy	1.894	1.712	(0.182)	0.090	Underspend on Flintshire Connects of £0.031m. R & M costs have come in £0.037m under budget, this is a volatile area and can be subject to change. Underspend on Leigonella and Asbestos monitoring of £0.047m. Reduced expenditure in respect of Conditional Surveys £0.033m. Other minor variances contributing to overall underspend £0.034m.	Action has been taken to reduce costs in-year where possible. This is a non recurring pressure.
Engineering Services	(0.091)	(0.081)	0.010	0.005	Minor Variance.	Continue to review.
Facilities Services	1.847	1.755	(0.092)	(0.069)	Additional income above budget from the increased numbers in school meals has resulted in this net underspend.	Org 2 online payment for school meals - Agreed funding for 13.14 of £0.083m, current balance of £0.049m requested to rollover to 15.16 to continue the rollout out to remaining schools.
Total Organisational Change	8.923	8.758	(0.165)	0.147		

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Chief Executives	3.151	3.111	(0.040)	(0.096)	Minor Variances.	Underspend is not expected to be recurrent.
Total Chief Executives	3.151	3.111	(0.040)	(0.096)		
Central & Corporate Finance	25.895	24.550	(1.345)	(1.284)	Central Loans and investment projected year end underspend of £0.642m. However, this can be affected by many factors such as impact of future investment programme and the level of future reserves and borrowing requirements. MRP accounting policy has been reviewed in accordance with CIPFA guidance. MRP on assets funded by Prudential Borrowing is spread over the life of the asset and begins the year after the assets become operational. MRP on 21st century schools funded assets has been reviewed in year. Coroners Recharge variance of £0.043m. Pension Fund Contributions reduced by £0.083m due to increased Employees contribution, and information received from our Clwyd Pension Fund Section has amended the projection. Identified budget efficiencies of £0.070m. Additional Windfall income of £0.036m. Underspend on allocation of inflation of £0.240m. A one off rebate of £0.072m has been received in relation to historical audit fees. Additional in year savings on Audit Fees of £0.045m.	Keep under Review

MONTH 12 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Major Variance	Action Required
Central & Corporate Finance (continued)					Workforce efficiencies achieved now reflect an overachievement of £0.871m in 14/15 together with an underachievement of £1.015m for the review of Administrative roles though future efficiencies are anticipated to be achieved through Voluntary Redundancy applications and further workforce review. The under achievement of the Administrative efficiencies is partly offset by an anticipated balance on Investment costs of £0.479m. Cost of £1.292m in relation to the orphaned site at Sandycroft which now includes provision for potential liability of the risk closure and site disposal.	On-going monthly monitoring.
Total Central & Corporate Finance	25.895	24.550	(1.345)	(1.284)		
TOTAL	255.176	253.117	(2.059)	(1.716)		

EFFICIENCY NOT ACHIEVABLE			
Portfolio	Efficiency Description	Efficiency not achieved (£m)	Reason for efficiency not being achieved
Streetscene & Transportation	Streetscene - North Wales Trunk Road Association Financial benefit from involvement with the NE Wales Trunk Road Hub.	0.050	Ministerial announcement re: the future of the Trunk Road Management arrangements has stalled the project.
Central & Corporate Finance	Review of all Admin roles / processes as a result of improved technology.	1.015	As part of the 2015/16 budget all unachieved workforce efficiencies have been addressed and a revised target set for Admin Review Efficiencies.
Total		1.065	
EFFICIENCY ACHIEVABLE IN PART			
Portfolio	Efficiency Description	Efficiency not achieved (£m)	Reason for efficiency not being achieved
Streetscene & Transportation	Streetscene - Fleet Balance of efficiencies from Fleet review (2014-15).	0.030	A report on the implementation of Phase 1 and 2 of the Fleet Review was presented to Cabinet in September, together with the proposed mechanism for delivery of Phase 3 from 2015/16.
Streetscene & Transportation	Streetscene & Transportation - Highways Related Services - the ongoing diagnostic of the two service areas will make recommendations on synergies.	0.040	Savings were initially subject to completion of the Service Review by 1 January 2015. However, due to the number of leavers from the various VR phases throughout the year, these have assisted in reducing the efficiency shortfall to £0.040m. The shortfall has reduced steadily throughout the year through minor variances across the portfolio from an initial £0.140m to £0.040m at Month 10.
Organisational Change 1	Leisure - Changes to rotas and cover arrangements.	0.023	1/12th of the efficiency is unlikely to be achievable because the Service Review was not able to be implemented until July. This meant that posts could not be deleted until July. The delay due to Single Status implementation (Apr & May) has been funded from the reserve.
Total		0.093	

APPENDIX 4

Movements on Council Fund Unearmarked Reserves

	£m	£m
Total Reserves as at 1 April 2014	11.161	
Less - Base Level (inclusive of reduction of £0.065m agreed as part of the 2014/15 budget)	(5.769)	
Total Reserves above base level		5.392
Less – estimate required from the amount approved as part of Investment strategy as per budget 2014/15 report		(2.500)
Add – Contribution from investment costs for termination benefits accounted for in 2013/14		0.745
Less - Amount approved under delegated powers reported in July 2014 monitoring report		(0.696)
Amount available for delegation to Cabinet		2.941
Add projected underspend as at Month 12		2.059
Total projected Contingency Reserve as at 31st March 2015		5.000

HRA Major Variance Report - Period 12

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 10 (£m)	Cause of Variance	Action Required
Rents	(27.713)	(27.727)	(0.014)	(0.055)	Garage income is lower than anticipated due to high void rates.	
Subsidy	6.404	6.215	(0.189)	(0.189)	Calculation of subsidy submission identifies that the capital element is lower than reported at budget setting 12mths earlier. Therefore resulting in an reduced HRAS bill.	
General Income	(0.714)	(0.567)	0.147	0.105	Garden Service has been reviewed and contract amended to take in to account issues experienced by tenants, therefore resulting in a reduced income of £96k.	
Landlord Services	0.830	0.896	0.066	0.078	Garden service costs are expected to rise by £55k due to the service review. Repairs & Maintenance costs on general HRA buildings/lifts etc forecast at last years outturn being £38k more than budget.	
Vacancy Savings	0.257	0.000	(0.257)	(0.235)	Vacancy savings due to posts not yet being filled. Once posts are recruited to this budget will be used to fund the post for the remainder of the year.	
CERA	6.581	6.884	0.303	0.000	Demolition costs for Castle Heights car park £150k Communal Heating £63k Shortfall in MRA £90k	
Other variances (aggregate)	14.852	14.865	0.013	(0.058)	Various minor variances.	
Total :	0.497	0.566	0.069	(0.354)		

Carry Forward Requests 2014/15

Planning and Environment.

Car Parking

An amount of £0.135m in relation to the purchase of 44 car park ticket machines which were ordered and expected to be received by the end of March.

Bereavement Services

An amount of £0.012m in relation to urgent drainage works at Buckley Cemetery to alleviate severe ground flooding which have been delayed in 2014/15.

Education and Youth

School Modernisation

An amount of £0.035m which relates to 21st Century School / School Modernisation which is revenue support for the ongoing capital scheme.

School Transport

An amount of £0.090m from the 2014/15 school transport budget to the 2015/2016 budget to accommodate 3 extra school days in the forthcoming financial year i.e. 3 x £30k per day.

Streetscene and Transportation

Streetworks

An amount of £0.040m for the provision of costs relating to an outstanding claim against the Council by that was not concluded in 2014/15 as anticipated.

Organisational Change

Facility Services

An amount of £0.110m for a kitchen refurbishment at Hawarden High School which is required due to health and safety issues raised after a recent inspection. This refurbishment has not been scheduled in the 2015/16 Capital programme and is therefore an additional funding requirement.

People & Resources

Welsh Language Training

An amount of £0.005m for a commitment to fund learners on Summer school which falls in August 2015.

Corporate Finance

An amount of £0.020m to contribute to the training requirements associated with the Corporate Finance Service Modernisation Project and an amount of £0.008m to fund specific VAT and tax training.

Governance

ICT

An amount of £0.040m to invest in an upgrade to the network connection to a datacentre which had not been budgeted for, however is an unavoidable cost. The funding will be met from the workforce underspend within ICT Business Solutions.

ICT

An amount of £0.010m for new communication lines which are to be installed to reduce the cost of calls.

ICT

An amount of £0.090m for the Capita One Project which is a regionally funded service whereby any income received (which forms part of the regional service delivery) and subsequent underspend is required to be retained by the project.

ICT

An amount of £0.003m to fund specialist IT consultancy to implement additional self-service modules and migration of form design. The £0.003m represents the unspent balance of a previously carried forward amount of £0.022m.

ICT

An amount of £0.310m in relation to Public Sector Broadband Aggregation (PSBA) due to implementation delays linked with the introduction of Learning in Digital Wales (LiDW) project. This was previously brought forward from 2013/14.

Education ICT

An amount of £0.373m is requested to be carried forward from the estimated underspend from the Education ICT 2014/15 base budget of £0.157m and the previous carry forward from 2013/14 for £0.216m to contribute towards implementation of replacement server infrastructure to ensure that schools continue to have support for information management systems.

Legal Services

An amount of £0.030m for the purchase and installation of new Legal software in order to meet the North Wales Authorities collaboration agenda, due to the delay in the procurement of the software package and the negotiation of the cost.

Democratic Services

An amount of £0.009m for the translation of the Council's Constitution to provide funding for the final instalment which is payable upon completion of work.

Democratic Services.

An amount of £0.032m which has been previously set aside in relation to improvements to Members ICT systems to enable the rollout to be finalised.

Chief Executive

An amount of £0.010m to fund the refurbishment of the video conferencing suite which will not now be completed until 2015/16

An amount of £0.035m due to delays in the projects for Community Covenant (£0.021m) and Community Chest (£0.014m)

Policy Unit

An amount of £0.056m to fund the purchase of a performance management system which will not now be implemented until 2015/16

Central and Corporate

Due to the nature of the funding strategy for the Flintshire Modern Trainee programme it is requested that an amount of £0.327m is carried forward which will be required in 2015/16 to continue to fund the scheme for the existing modern trainees who are employed over 3 financial years. This is made up partly from a previous carry forward (£0.275m) and partly from Base Budget (£0.052m).

An amount of £0.866m in relation to the estimated balance remaining at the end of March for the ongoing investment programme in relation to organisational change.

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (COMMUNITY AND ENTERPRISE)**

SUBJECT: **BUSINESS RATES - RETAIL RELIEF 2015 - 16**

1.00 PURPOSE OF REPORT

1.01 For members to endorse the implementation of the 2015-16 Business Rates 'Retail' relief scheme which will provide grants of up to £1,500.

2.00 BACKGROUND

2.01 The Minister for Economy, Science and Transport at Wales Government recently announced the continuation of the retail rate relief scheme in 2015-16 which offers grants of up to £1,500 for all occupied retail properties with a rateable value of £50,000 or less. The grant level during 2014-15 was capped at £1,000 so qualifying businesses will now benefit from a 50% increase in grant levels during 2015-16.

2.02 In order to provide Retail Rate Relief grants, the Council must also adopt a local scheme using discretionary relief powers following the guidance issued by Wales Government (WG)

2.03 The cost of awarding retail grants will be fully funded by WG and the policy proposed in this report reflects guidance to award grants to occupied retail premises.

3.00 DISCRETIONARY RATE RELIEF POLICY FOR RETAIL RELIEF

3.01 The Retail Rate Relief Policy will award individual grants of up to £1,500 to all 'retail' properties providing that :

- The 'retail' property has a rateable value of £50,000 or less
- The property is occupied and 'wholly or mainly' used as a shop, Restaurant, café or drinking establishment.

3.02 It is considered that 'retailers' will be defined as any property falling within any one of three categories :

a) Property that is being used 'wholly or mainly' for the sale of goods to visiting members of the public:

- Shops (such as florist, bakers, butchers, grocers, greengrocers, jewellers, opticians, off licence, chemists, newsagents, hardware stores, charity shop, supermarkets etc)
- Charity Shops
- Opticians and Pharmacies
- Post Offices
- Furnishing shops & display rooms
- Car/Caravan showrooms
- Second hand car lots
- Markets
- Petrol Stations
- Garden Centres
- Art Galleries (where art is for sale/hire)

b) Property that is being used 'wholly or mainly' for the provision of the following services to visiting members of the public:

- Hair and beauty services (such as hairdressers, nail bars, beauty salons)
- Shoe repairs/key cutting
- Travel agents
- Ticket Offices, e.g. theatre booking
- Dry Cleaners
- Launderettes
- PC/TV/Domestic appliance repairs
- Funeral directors
- Photo processing
- DVD rentals
- Tool Hire & Car Hire
- Cinemas
- Estate and Letting Agents

c) Property that is being used 'wholly or mainly' for the sale of food and/or drink to visiting members of the public:

- Restaurants
- Drive through/drive in restaurants
- Takeaways, Sandwich shops, Cafes & Coffee Shops
- Pubs & Wine Bars

3.03 The list set out above is not intended to be exhaustive as it would be impossible to list the many and varied retail uses that exist. However, it is intended to be a guide as to the types of uses that the Council and Wales Government considers eligible for the purposes of this scheme.

3.04 The Council can determine whether particular properties not listed above are broadly similar in nature to those above and, if so, to consider them for a grant of up to £1,500. Conversely, properties that are not broadly similar in nature to those listed above will not be eligible for a grant.

3.05 In line with WG guidance the following property falls outside of the 'retail' definition to be for the purposes of this scheme and **would not** qualify :

Property that is used for the provision of the following services to visiting members of the public:

- Financial services (such as: banks, building societies, cash points, bureau de change, payday lenders, betting shops, pawn brokers)
- Medical services (such as: vets, dentists, doctors, osteopaths, chiropractors)
- Professional services (such as: solicitors, accountants, insurance agents, financial advisers, tutors)
- Post Office sorting office
- Tourism Accommodation (B&B's, hotels, caravan parks)
- Sports clubs
- Children's Play Centres, Day Nurseries
- Gyms and Outdoor Activity Centres
- Kennels and Catteries
- Show Homes
- Employment Agencies

3.06 Grants of up to a maximum £1,500 will be applied to the net bill after all other reliefs, including Small Business Rate Relief, have been awarded, so if the net liability for a property after all other reliefs is less than £1,500, the maximum grant will be capped at the net bill amount.

4.00 RECOMMENDATIONS

4.01 Members are asked to approve the introduction of the scheme from 1st April 2015 and award 'retail relief' of up to £1,500 to qualifying businesses for the financial year 2015-16.

5.00 FINANCIAL IMPLICATIONS

5.01 The cost of the retail relief awards will be fully reimbursed by WG.

5.02 A £1,500 grant is also offered to the Council to partly support the administration associated with re-billing and postage costs resulting from the implementation of the scheme.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 None.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

- Section 47 Local Government Finance Act 1988 (as amended)
- Welsh Government Guidance– Retail Relief – 2015-16

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (ORGANISATIONAL CHANGE)**

SUBJECT: **COMMUNITY ASSET TRANSFERS AND CAPITAL SUPPORT FUNDING**

1.00 PURPOSE OF REPORT

1.01 To update Cabinet on progress in relation to Community Asset Transfers and to seek agreement for the mechanism and thresholds for providing funding support to organisations to assist in their delivery of Community Asset Transfers.

2.00 BACKGROUND

2.01 Flintshire County Council's (FCC) initial approach to Community Asset Transfer (CAT) was set out in its original policy approved in September 2012. This underwent a major refresh and re-launch in November 2014.

2.02 Under the Local Government Act 1972 General Disposal Consent, Local Authorities have discretion to dispose of surplus property at less than best consideration subject to Member approval (provided that the difference between the prices is less than £2million). This allows for the consideration of bids from Community and Voluntary Groups for Council owned property.

2.03 The public assets owned by Flintshire County Council are one of its major strengths. However, the council must balance the requirement to dispose of surplus or underutilised assets to provide funding for its' capital programme with the need to regenerate local communities and encourage social enterprise through the alternative use of its buildings and land assets.

Asset categories that are appropriate for the Community Asset Transfer include:-

- Community centres
- Youth centres
- Children's play areas
- Visitors / tourist attractions
- Public toilets
- Street lighting

- Former civic buildings
 - Former schools
- 2.04 The County Council recognises, however, that community ownership can play a part in enhancing the local environment and providing opportunities for all sectors of the community. The Council has land and buildings that are used for a variety of community and public purposes. Benefits can include:
- Buildings used more frequently and effectively;
 - Extra funding opportunities;
 - Local decision making;
- 2.05 Community Asset Transfers can also help to promote public value through:
- Community empowerment;
 - Encouraging a sustainable voluntary and community sector;
 - Encouraging social enterprise;
 - Delivery of corporate priorities;
 - Value for money;
- 2.06 As noted above the process has been significantly overhauled and simplified and has three stages, Expression of Interest (EOI), Business Model and Legal completion.
- 2.07 Since the launch of the refreshed CAT process a number of meetings have been undertaken with Town and Community Councils and other interested groups to explain the three stage process. As of the end of May 2015 the following EOIs have been processed:-
- Number of assets on the CAT list = 403
 Number of enquiries = 255
 Expressions of Interest received = 65
 Moving through to stage 2 panel = 5
- 2.08 Panels for EOI are held on a monthly basis with second stage panels generally being held at three monthly intervals, the next one being scheduled for the 9th June 2015.
- 2.09 In relation play areas a report was taken to Cabinet on the 19th May 2015, the position specifically relating to CATs was set out within the report as follows:-
- 2.10 Where a Community Asset Transfer (CAT) of a play area is agreed the local authority proposes to make a 'one off' revenue payment of up to £5,000 per play area transferred with a maximum of £10,000 per Community per year. This funding can be used to either

enhance these play facilities or be put aside to support future replacements costs. For 2015/16 any balance of the 'Play Area Match Funding Scheme' of £105,000 p.a. (revenue) will be available for CAT. For 2016/17 the full fund will be available for CAT and will be called the 'Play Area Community Grant Scheme'.

3.00 CONSIDERATIONS

3.01.1 Capital Implications

The intention is to transfer assets on a 27 year lease to the local community with the County Council retaining the freehold interest in the asset. Responsibility for all costs i.e., revenue, running costs, repair and maintenance and any capital costs will pass over to the community group. The asset will be transferred at a peppercorn rent, usually £1.00.

In accounting for such leases, the lease terms are assessed according to a standard set of criteria and categorised as either operating or finance leases. An asset let as an operating lease would remain on the balance sheet of the owner of that asset, finance leases would not. Typically a lease which substantially transfers the risk and reward associated with ownership of an asset from the lessor to the lessee would be a finance lease, and the lessee would make lease payments over the life of the asset which would accumulate to a high percentage of the value of the asset. The intended leases to be used in the CAT programme have characteristics of both finance and operating leases, therefore at present it is not possible to determine if the assets will remain on the Council balance sheet during the lease or not.

3.01.2 Capital Programme

Discussions and information sharing between community groups and officers to date have included current condition surveys of the buildings, asbestos information, building plans and running costs. The intention, as part of the transfer process, is to provide groups with one off capital funding (within defined thresholds) to support the undertaking of work they may wish to carry out on the building, it may also be possible for such groups to use this funding to match other grants the group may be able to lever in and which the Council would not be in a position to access. The intention is to use capital receipts to support this 'pump priming' initiative with approximately £500,000 needed in each of the 2015/16 and 2016/17 financial years.

3.01.3 Should the assets be leased out on finance leases, the assets will not be on the Council's balance sheet and the funding given to the community group would not normally qualify for inclusion in the capital programme under proper practices (outlined below).

However special arrangements exist in local government for the secretary of state to extend the definition of capital expenditure to recognise that some of the expenditure incurred by an authority has a wider, lasting public benefit than is reflected in the accounting rules for non-current assets. The local government act 2003 extends the definition of capital expenditure to include; the giving of a loan, grant or other financial assistance to any person, whether for use by that person or by a third party, towards expenditure which would, if incurred by the authority, be capital expenditure.

- 3.01.4 Should the assets be leased out on operating leases, the assets will be on the Council's balance sheet and the funding given to the community group to qualify for inclusion in the capital programme it must meet the criteria for capitalisation under proper practices (outlined below). Therefore provided the expenditure meets the criteria for capitalisation under proper practices as outlined below it can be included in the capital programme regardless of the type of lease.
- 3.01.5 Capitalisation under proper practices can take place if the following elements are met:
- Item has a physical substance (or can be included as it meets the definition of an intangible asset)
 - Item is held for; the provision of goods or services, rental to others, or administrative purposes
 - Item must be of use for more than a year
- 3.01.6 Guidelines for capitalisation of expenditure are easily followed when the expenditure is to acquire or create new assets, the difficulty arises when assessing if subsequent expenditure on the asset can be capitalised.
- 3.01.7 Expenditure that does not add to the future economic benefits or service potential of an asset is not capital. Such expenditure merely maintains the asset's potential to deliver future economic benefits or service potential that it was expected to provide when it was originally acquired. Routine repair and maintenance expenditure is not capital.
- 3.01.8 Expenditure that extends the useful life, increases the level of performance, or value an asset can be capitalised.

Illustrative examples:-

- Window replacement. Repair of broken / worn out windows is revenue expenditure. Upgrading a whole buildings windows to make the building more energy efficient and extend its life could be capital.
- Building refurbishment. Works to reverse the decline in an assets useful life or suspend it could also be considered as

capital.

3.01.9 The Council's accounting policy includes a de-minims concept (similar to all other Councils) that expenditure under £20,000 will not be capitalised.

3.01.10 It is recommended that when assets are transferring to community groups under CAT with funding, the funding must be more than £20,000 and is given in the form of a capital grant with strict limitations or conditions placed on its use to ensure the Council complies with capital accounting regulations.

3.01.11 The funding, if provided through the capital programme, cannot be 27 years of revenue repair and maintenance expenditure paid up front in a lump sum.

3.02 Revenue Implications

3.02.1 The overall intention as stated above is to create increased community ownership and responsibility for the assets within its location and protects assets in ways which the Council could no longer afford to do, however, such activity has, for the Council at least a positive revenue impact in that it reduces its ongoing maintenance burden for a number of years.

3.03 Support Funding Thresholds

3.03.1 Considering the type, size and complex nature of some of the assets which are currently forming part of the Councils CAT approach it is suggested that the following financial thresholds are applied:-

Asset Type	Funding allocation per asset type
Sports Pavilions (bowling clubs, cricket clubs etc)	Up to a maximum of £20,000
Community and Youth Centres	Up to a maximum of £50,000
Leisure Centres, Libraries and other complex assets	Subject to negotiation and on a case by case basis

3.04 Existing Leases and Joint Interest

3.04.1 In progressing a CAT the Council would encourage organisations to work together to develop one business model for the asset transfer of the site or building, however, if this could not be achieved then the CAT scheme would have to consider separate business models. In normal circumstances a priority would be given to an organisation who is the current or most recent leaseholder (effectively the sitting tenant) of the site or building as they have the greatest stake. For any business model to be accepted it would need to show that plans

are in place to ensure both current users of the site and stakeholders in the site can be supported through the transfer of the asset.

4.00 RECOMMENDATIONS

4.01 That Members:-

4.02 Support the allocation of capital funding to act as 'pump priming' to community organisations for capital work with £500,000 allocated in 2015/16 and 2016/17.

4.03 Support the funding thresholds set out in paragraph 3.03.1 of this report.

5.00 FINANCIAL IMPLICATIONS

5.01 That £500,000 is allocated from the Councils capital programme in the current financial year and also in 2016/17.

6.00 ANTI POVERTY IMPACT

6.01 Will support groups within communities in the development of social enterprises and creating community based, focussed and managed facilities.

7.00 ENVIRONMENTAL IMPACT

7.01 Positive in that it seeks to retain local assets within the community.

8.00 EQUALITIES IMPACT

8.01 Will support groups within communities in the development of community based, focussed and managed activities.

9.00 PERSONNEL IMPLICATIONS

9.01 None as a direct result of this report.

10.00 CONSULTATION REQUIRED

10.01 Local communities, Town and Community Councils, public sector organisations and other key stakeholders.

10.02 Wales Audit Office

11.00 CONSULTATION UNDERTAKEN

11.01 Local communities, Town and Community Councils, public sector organisations and other key stakeholders.

11.02 Wales Audit Office.

12.00 APPENDICES

12.01 None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16TH JUNE 2015**

REPORT BY: **CHIEF OFFICER (COMMUNITY AND ENTERPRISE),**
CHIEF OFFICER (PLANNING AND ENVIRONMENT)

SUBJECT: **USE OF COMMUTED SUMS**

1.00 PURPOSE OF REPORT

- 1.01 To seek the approval of Cabinet for the proposed utilisation of commuted sums (derived for the purposes of providing affordable housing).
- 1.02 To seek approval for a revision to Local Planning Guidance No.9 in respect of Affordable Housing.

2.00 BACKGROUND

- 2.01 A commuted sum is an amount of money paid by a developer to the Council, where the size or scale of a development triggers a requirement for affordable housing (24 units or one hectare), but it is not possible to achieve appropriate affordable housing on the site.
- 2.02 This route will be followed only where more direct provision of affordable homes has been explored and the Council is satisfied that it is not workable given the particular circumstances of the proposed development.
- 2.03 The money will be used to provide affordable housing on an alternative site. It is therefore appropriate that the level of payment should relate to the financial value a developer would have to expend to meet the cost of the council's 30% on site provision, as defined by policy HSG10 of the Unitary Development Plan.
- 2.04 The principles applied in the collection and use of these payments are very similar to those for other planning obligations. They will be dealt with through a legal agreement (under section 106) related to the land, which triggers obligations once the specific planning permission is implemented.

3.00 CONSIDERATIONS

- 3.01 **What is the Council's approach to the use of commuted sums?**

Government policy states in the first instance, it is always assumed that affordable housing will be provided on the site which is the subject of a planning application, in order to contribute to mixed communities. This is supported by Welsh Government Technical Advice Note (TAN) 2 Planning and Affordable Housing.

- 3.02 However, where it can be justified, off site provision, or a payment in lieu, of broadly equivalent value of providing the affordable housing on site may be accepted, as long as it will contribute to the creation of mixed communities in the local authority area. This acknowledges affordable housing needs to be an authority wide issue, although, in the first instance, the Council will review priorities for it in terms of local needs and pipeline schemes at the time.
- 3.03 Unitary Development Plan Policies HSG3, HSG5, HSG10 & HSG11 enables the Council to accept a commuted sum towards the provision of affordable housing on an alternative site where it is not possible to incorporate affordable housing within a scheme.
- 3.04 However, where a commuted sum is to be considered, the onus is placed on the applicant to demonstrate why it is not possible to provide the affordable housing on-site. The applicant also needs to show that other options, such as cross subsidy between rented and shared equity/shared ownership units and providing the affordable housing on another site have been considered and why they were discounted.
- 3.05 If the applicant cannot financially make the scheme work including the level of affordable housing contribution (whether related to the affordable homes equivalent it is based on, or the sum calculated) or that the affordable homes cannot be delivered on the application site; a financial appraisal should accompany the planning application to justify the proposed revised approach and the scope the scheme offers.
- 3.06 The Council may need to seek independent scrutiny of this evidence to satisfy itself that the assumptions within it can be agreed in terms of the payment. Payment for such advice would ideally be paid for by the developer. The rationale for this is that the Council has a planning policy which the applicant is seeking not to comply with, with respect to a particular scheme. In order to assess the applicant's appraisal, if the Council needs to seek advice, it is reasonable for the applicant to bear the costs in these circumstances.

3.07 How will the money be used?

The Council will use financial commuted sums in a number of ways and will require the flexibility to do so to be reflected in its approach and in the Section 106 agreement. Where such contributions are

accepted, the strategy (Flintshire's Local Planning Guidance Note No.9) will continue to provide an additional affordable housing enabling tool, which is important in terms of the current uncertain investment climate. Local Planning Guidance Note 9 was recently the subject to amendments at the Planning Strategy Group meeting on 22nd May 2015. A tracked changes version of LPG9, showing the amendments agreed by Planning Strategy Group is appended to this report.

3.08 Commuted sums will be earmarked to enable the provision of affordable housing through a variety of means e.g.

1. Financial contribution towards the development of both affordable rented accommodation and low cost home ownership schemes;
2. The development of supported housing schemes at affordable rents and key worker initiatives;
3. Initiatives that support regeneration projects such as offering loans to tackle empty homes or poor housing conditions, in return for affordable housing nominations for an agreed number of years;
4. Affordable self-build projects.
5. The purchase of land for affordable housing;
6. Mortgage Rescue;
7. Top up and/or replacement of Grant to support Social Housing Development.

3.09 An element of each commuted sum may also be used to contribute towards the Council's revenue and associated administration costs in facilitating the above and/or developing a more strategic approach to affordable housing policy and investment across the County.

3.10 Wherever possible, the policy of the Council will be to spend monies derived from commuted sums within the same Community Council area as they were generated. However, it is recognised that exceptions to this policy may be required where: -

1. There are no feasible suitable sites available within the locality, nor are they likely to become available within five years of receipt of the commuted sum.
2. An affordable housing development opportunity arises within a neighbouring Community Council area and the affordable housing provided on the alternative site would be of greater or equal benefit in meeting the housing need.
3. No suitable sites have become available and there are two years or less remaining before the sum must be spent or returned to the developer. In such circumstances, subject to the terms of any legal agreement entered in to with the developer, the commuted sum can be spent on supporting affordable housing within an adjoining Community Council

area. If no suitable sites/housing need exists within the immediate adjoining areas then this test will be sequentially applied to neighbouring areas until such a site/need is identified.

3.11 How will this be monitored?

A record will be kept and monitored of all sums received and how they have been spent, via the Council's monthly capital monitoring exercise. In addition the Council's Assets Programme Board will receive reports and act as the approving body for schemes.

3.12 As previously outlined, these arrangements will be the subject of an agreement under Section 106 of the Town and Country Planning Act 1990.

3.13 Generally, the Council will expect the following to be incorporated in the S.106 agreement: -

1. The agreed sum to be index linked on an annual basis from the date of the Committee resolution on the planning permission until the date of the actual payment. Section 106 agreements can take time to complete, so it will be important for applicants to consider the requirements at an early stage, working closely with the Council.
2. The timing/trigger for the payment to be made, for example on the commencement of the development; or 50% on commencement and 50% when 50% of the units have been sold/occupied. The specifics of this to be discussed and agreed.
3. Penalty interest will be payable on late payments.
4. The Council will have up to 5 years from when the sum was received in which to spend the contribution.
5. Priority will be given to schemes that provide affordable housing in the same community council area as the sum was received (subject to the sequential test as set out in paragraph 3.10).

3.14 How will this be managed?

1. The Council will use commuted sums to develop affordable housing within 5 years from the date the sum was received.
2. The Council will return un-spent commuted sums, with accrued interest to the developer, if they are not spent for the purposes for which they were sought within a 5 year period from the date the money is paid to the council.
3. The values of commuted sums will need to be regularly updated. The approach and assumptions will be monitored and reviewed if necessary, depending on delivery experiences. In any event, the approach is intended to cope with an element

of flexibility in its application.

4. The payment is to be index linked from the date of the Agreement to the date the money is due to be paid to the council.
5. The Council will normally aggregate financial contributions from different sites and will spend the contributions in the way that best achieves the Council's and local community's priorities for affordable housing. The number of units resulting from expenditure may be more or less than the number of units used to calculate the contribution as dwelling types, tenure, specifications and other aspects will vary from scheme to scheme.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet approve the process for the acceptance, calculation use and monitoring of commuted sums as outlined in this report and Local Planning Guidance Note No.9 – Affordable Housing
- 4.02 That Cabinet approve the revised Local Planning Guidance Note No.9 as appended to this report.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The Council is in receipt of financial contributions for affordable housing arising through S.106 obligations. The Council currently holds £400,000 of commuted sums which are held separately from Council funds are linked to their originating schemes so that legal obligations in respect of those sums can be met.

6.00 ANTI POVERTY IMPACT

- 6.01 Commuted sums are used for the provision of affordable housing giving access to a home for those who may not otherwise be in a position to afford one.

7.00 ENVIRONMENTAL IMPACT

- 7.01 All affordable homes built meet modern standards for energy efficiency. The environmental impact is also considered and mitigated during the construction phase.

8.00 EQUALITIES IMPACT

- 8.01 The provision of affordable housing ensures that all of the county's residents have a greater opportunity access their own home.

9.00 PERSONNEL IMPLICATIONS

- 9.01 There are no personnel implications arising as a result of this report.

10.00 CONSULTATION REQUIRED

10.01 No consultation is required.

11.00 CONSULTATION UNDERTAKEN

11.01 No consultation has been undertaken.

12.00 APPENDICES

12.01 Local Planning Guidance Note Number 9 – Affordable Housing (Revised) Amendments shown are approved by Planning Strategy Group.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

None.

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SUPPLEMENTARY PLANNING GUIDANCE

NO.9 LOCAL NEEDS AND AFFORDABLE HOUSING

1.0 Introduction

- 1.1 This guidance note explains the approach that the Council will take when dealing with proposals for local needs and affordable housing and when seeking to negotiate the provision of affordable housing as part of larger housing proposals. It offers additional guidance on the interpretation and application of key policies within the Flintshire Unitary Development Plan specifically: meeting housing needs in Category B&C Settlements (HSG3); Affordable Housing within large housing developments (Policy HSG10); and Exceptional Rural Affordable Housing Schemes (HSG11). The Unitary Development Plan Policies HSG3, HSG10 & HSG11 are listed in full within Appendix 1 to this Guidance Note. References are also made in this document to related Supplementary Planning Guidance particularly Guidance Note 5 Conversion of Rural Buildings (Policy HSG7) and Guidance Note 10 New Housing in the Open Countryside.
- 1.2 For reference in the use of this guidance please note that the Flintshire Unitary Development Plan defines “Affordable Housing” on page 156 as “housing for rent, purchase or shared equity schemes, which remains available below market prices in perpetuity for those sectors of the community which are unable to afford housing on the open market.” If you are in doubt as to whether your scheme requires the provision of affordable housing and the types of affordable housing that should be provided please contact the Flintshire County Council Planning Service.

2.0 General Background

- 2.1 Over the last decade rising house prices across the United Kingdom generally have put properties beyond the reach of lower income households and many first time buyers. The problem has been exacerbated by the decline in the supply of council housing over the past three decades and, in Flintshire, by the inward migration of commuters who are often better able to pay higher prices. A series of Housing Surveys undertaken over the last decade has demonstrated that the affordability of homes has become an acute problem for Flintshire communities. ~~These studies/surveys are available separately.~~
- 2.2 The social and economic problems generated by a lack of affordable homes manifest themselves in several ways including: the county’s limited capacity to accommodate additional households in social housing; annually increasing costs for the County Council to house households in temporary accommodation; overcrowding in existing households; housing being wanted to meet special needs (such as physical disability and sensory impairment); and local people being priced out of their local communities and being forced to find cheaper accommodation elsewhere. There is an ever increasing group of people who fall into the intermediate level of affordability, who comprise people who do not earn enough to afford market rents or who are able to save enough for a deposit to purchase (typically 20%), yet are unlikely to qualify for social housing as their earnings

are above that threshold. This group are a particular focus for the Council's Local Housing Strategy particularly given the expanded options available through not just the Registered Social Landlords operating in Flintshire, but also through other Council options such as North East Wales Homes (NEW Homes).

- 2.3 The County Council wishes to secure the provision of affordable housing within large residential development schemes (Policy HSG10), and for this to remain available for as long as there is a local need for the affordable accommodation. In addition the Council will seek to satisfy "Local Housing Needs" in small rural settlements and in the open countryside through development plan policies HSG3, HSG5, HSG7, and HSG11.

3.0 Policy

- 3.1 Planning Policy Wales states that "A community's need for affordable housing is a material planning consideration which must be taken into account..." PPW recognises that "affordable housing also makes an essential contribution to community regeneration and social inclusion. It is desirable in planning terms that new housing development in both rural and urban areas incorporates a reasonable mix and balance of house types and sizes so as to cater for a range of housing needs and contribute to the development of sustainable communities. For affordable housing it is important that authorities have an appreciation of the demand for different dwelling sizes and types of housing (i.e. intermediate and social rented) in relation to supply, so that they are well informed in negotiating the required appropriate mix of dwellings for new developments."
- 3.2 PPW advises that "...applicants seeking planning permission should therefore demonstrate and justify how they have arrived at a particular mix of housing, having regard to development plan policies. If, having had regard to all material considerations, the local planning authority considers that the proposal for a site does not contribute sufficiently towards the objective of creating mixed communities, then the authority will need to negotiate a revision of the mix of housing or may refuse the application."
- 3.3 In Flintshire, the Unitary Development Plan (UDP) recognises as a strategic issue the need for "the provision of a range of housing including affordable and special needs housing" in Policy STR4 Housing, supplemented by affordable housing policies HSG10 & 11 which are reproduced in Appendix 1. Where there is a local need for affordable housing, Policy HSG10 requires the provision of affordable homes as part of large residential developments within settlement boundaries. Within settlement boundaries where there is demonstrable need for affordable housing to meet local needs, the Council will take account of this as a material consideration when assessing large housing proposals, namely those for 25 or more units or occupying one hectare or more. Where this need exists the Council will negotiate with developers to provide 30% affordable housing in suitable appropriate schemes within defined settlement boundaries. It will not be acceptable to deliberately sub-divide or phase the total development of a site in an attempt to avoid the provision of affordable housing.

- 3.4 Policy HSG11 allows affordable housing outside of these settlement boundaries under specified circumstances where rural exceptions can be justified. The localities to which this exceptions policy applies are listed in Appendix 2. TAN2 “Affordable Housing” makes it clear that the case for releasing such sites is a matter for local judgement and that it is not envisaged that the scale of provision will be large or such as to unbalance the pattern of settlements in the county. In line with national policy, there may be a few additional localities such as some brownfield sites where affordable housing may be acceptable.

4.0 Affordable housing, who is it for and how is Affordability measured?

- 4.1 Affordable housing is intended for those households whose needs cannot be met by the open market due to prevailing property values or rents. It is considered that a household is not eligible for a mortgage if it has a gross household income less than one third its mortgage requirement, and it is unable to afford private rented accommodation if renting privately would take up more than 30% of its net disposable household income. This group is generally split into two categories, those households which lack the ability to access a mortgage (eg insufficient finances and/or irregular annual income) and therefore require Social Rented Accommodation; and those households which have the means to gain a mortgage to access Intermediate Housing.
- **Social Rented Accommodation** is provided by the Council directly; By the Council’s affordable housing management company NEW Homes; by Housing Associations and by other Registered Social Landlords. This group of providers are able to provide accommodation at rent levels which are lower than general market rentals but which are also subject to regulation by the Welsh Assembly Government. This type of accommodation is the preferred solution of the Local Authority when seeking to negotiate the provision of onsite affordable housing.
 - **Intermediate Housing** is housing where the mortgage cost or rent is above that of social rented but below open market house prices and rents.
- 4.2 Affordable housing should be provided to meet the genuine needs of local people. “Local people” are defined as intended occupant (s) must have local linkages within the community area / county of Flintshire. These local links are primarily working and or living in the community / County of Flintshire for at least three years. Other links can include family ties to the locality, however in all instances it must be demonstrated that the applicant lacks sufficient income and house equity to allow them to gain a home within the community area / County of Flintshire through normal unsubsidised methods.
- 4.3 The different types of affordable housing are described later however regardless of the type of affordable accommodation to be provided such properties will be expected to

incorporate low cost maintenance and energy efficiency measures, and meet current building regulations. The Council will retain 100% nomination rights for the affordable housing provision and intended occupants will be selected from the Flintshire Affordable Homeownership Register and other registers held by Housing Associations.

5.0 Options for Affordable Housing Provision

- 5.1 Whilst ~~all types of it is recognised that a general need for~~ affordable housing provision ~~are needed exists~~ in the county, the Council will require the applicant to consider the type of homes to be provided ~~in a cascading order off from the following~~ preferences, ~~as follows~~:
1. Social Rented - through an RSL, such as a housing association, or NEW Homes;
 2. Gifted Properties - provided by the developer and transferred to the council at no cost;
 3. Shared Equity / Shared Ownership - through an RSL, NEW homes, or other bona fide management organisation;
 4. Intermediate Rent - provided as low cost rented accommodation;
 5. Discounted for Sale - provided as low cost discounted housing for sale;
 6. Self Build – serviced plots sold at a discount typically 30% of the market value.
- 5.2 Working through the order of preferences above options the applicant should consider the feasibility of including each type of housing within their proposed development scheme and provide justification for their final approach. Whilst the Council appreciates the need for schemes to be viable, it will stress the need for affordable homes to meet local community / county needs, and will negotiate accordingly with applicants. Applications which provide a form of affordable housing which is not considered to best meet the needs of the local community / County will be regarded less favourably.
- 5.3 Whilst certain types of affordable homes are more preferable than others, the Planning Authority considers that there is sufficient scope for negotiation to ensure a reasonable mix of tenures are provided to meet existing affordable housing needs ~~as identified in the Council's most recent Assessment of Affordable Housing Needs (available separately from the Council)~~. These may vary by location and type of need, and guidance will be provided by the Housing Strategy Team on area specific needs.

Acceptable Forms of Affordable Housing Provision

- 5.4 The Council requires the applicant to consider the type of homes ~~to be provided in a cascading order of preference based on the options set out in paragraph 5.1 above~~, whereby the applicant demonstrates which option is the most appropriate in any given circumstance as follows:
1. **Social rented housing on site** provided by the developer and transferred at a discount to an RSL approved by the Council. The maximum sales values will be set according to the formula of the Welsh Assembly Government's Acceptable Cost Guidance Levels minus the associated level of social housing grant that would have been available. The developer's financial contribution will equal the social housing grant.

2. **Gifted affordable housing** on-site provided by the developer and transferred to the council at no cost (this will be reflected in the overall affordable housing provision required on a scheme).
 3. **Shared Equity / Shared Ownership on site.** Is aimed at households who can afford a mortgage but who are not able to afford to buy a property outright. Shared Equity / Shared Ownership costs will vary according to the market value, interest rates and the percentage of equity sold. Onsite Shared Equity / Shared Ownership housing provided by the developer, the remaining equity will be transferred to the council or an RSL.
 4. **Onsite subsidised/ market housing and Intermediate rented housing.** The standard, size and type of such housing must satisfy needs and accord with local planning and housing policies. As such, the Council will require landowners and developers to enter into covenants in order to make such housing to buy affordable its price will be established with reference to the Acceptable Cost Guidance which is issued by the Welsh Assembly Government, current prevailing open market values and income levels for households unable to buy in the County. Values for subsidised housing to buy will be restricted to a maximum of three and half times the average household income. Values for Intermediate rented housing will equal the rent charged by a regulated organisation on a similar sized property in the locality.
- 5.5 In exceptional circumstances where it can be demonstrated that the above options (1-4) are not appropriate due to other material planning considerations the Local Planning Authority will consider the potential for offsite provision. However in such exceptional circumstances it must be justified by the applicant that none of the previous affordable housing options nor combinations of those options can be accommodated onsite. Where exceptions are made alternative off-site provision will be required in the vicinity of, and at the same time or prior to the completion of, the facilitating residential development.
- 5.6 Only as a last resort, not making a provision for affordable housing will be considered where:
- The case for off-site provision has been satisfactorily made but no viable or suitable site has been identified or secured, in which case a commuted sum will be payable;
 - Previous planning history makes it unreasonable to require affordable housing;
 - The proposal meets an over-riding approved regeneration aim/project in which the introduction of affordable housing would seriously prejudice the project.

6.0 Rural exceptions sites

- 6.1 In rural areas it is likely that there are insufficient housing sites of a sufficient size available within settlement boundaries to provide an element of affordable housing. Thus, Policy HSG11 is an exception to the general principle that new housing will not be permitted outside settlement boundaries. For the purposes of this policy, “villages” are those settlements listed in Appendix 2.

- 6.2 Rural Exception Sites must be located immediately adjacent to the edge of the village and respect the physical appearance and design characteristics of surrounding properties. It is not envisaged that the scale of provision on these sites will be large or out of balance with the character, form and function of the village or the existing pattern of settlements in Flintshire, and will take account of landscape and other environmental considerations.
- 6.3 This policy does not apply to proposals by local people for individual self-build dwellings where satisfactory proposals cannot be made to ensure that the dwelling remains affordable in the same way. It is an essential part of the policy that occupation of the dwellings can be controlled in the long term so that successive occupants can benefit. The most practical way this can be achieved is by involving an organisation such as the County Council, a housing association or the formation of a local trust. The organisation or the developer will be expected to enter into a Section 106 agreement (see below) to ensure homes remain affordable for as long as a demonstrable need exists within the community.

7.0 HSG3 – Housing on Unallocated Sites Within Settlement Boundaries

- 7.1 The Unitary Development Plan makes significant housing provision for the plan period and seeks to direct this new development to appropriate sustainable settlements. However the individual “settlement boundaries” defined within the Unitary Development Plan could allow for additional unplanned development in smaller rural and semi-rural settlements across the County to the detriment of those same settlements as well as compromising the plans spatial strategy in terms of the distribution of new growth to sustainable locations. Accordingly Policy HSG3 sets out requirements whereby in Category C Settlements and in certain circumstances in Category B Settlements new dwellings will need to satisfy an identified local need for housing. In order to promote sustainable development and control the location of development the policy incorporates a robust regulatory mechanism to constrain growth in the smaller settlements. Where a development proposal is acceptable in principle in terms of satisfying local needs requirements, it must also meet a number of other criteria:
- It must not result in tandem* development;
 - It must not represent overdevelopment in relation to the character of the site or its surrounding locality;
 - It must not be of such a scale as to conflict with the plans overall housing provision over the plan period;
 - It must comply with the general development requirements of Policy GEN1.

* Tandem development, consisting of one house immediately behind another and sharing the same access, is considered unsatisfactory because of the difficulties of access to the house at the back and the disturbance and lack of privacy suffered by the house at the front.

Meeting Housing Needs in Category B Settlements

- 7.2 Within Category B Settlements Policy HSG3 requires that where developments exceed the 15% settlement growth threshold within the UDP plan monitoring period, planning permission will only be granted if the proposed scheme is justified on the grounds of housing need. A scheme could also be justified on the basis of other considerations such as the re-use of brownfield land or regeneration benefits. It is advised that prior to the submission of any proposals for development - that contact is made with the Flintshire Planning Service to confirm the level of settlement growth.
- 7.3 For a full list of all Category B Settlements refer to Appendix 3.

Meeting Housing Needs in Category C Settlements

- 7.4 Within Category C Settlements Policy HSG3 requires that planning permission be granted only if the proposed scheme is to meet a proven local housing need and only if the scheme does not result in the level of settlement growth exceeding 10%. As such all new residential development (other than renovation or replacement dwellings) within a category C settlement must be justified on the grounds of meeting proven Local Housing Need. It is strongly advised that prior to the submission of any proposals for development - that contact is made with the Flintshire Planning Service to confirm the level of settlement growth.
- 7.5 For a full list of all Category C Settlements refer to Appendix 4.

Calculating Housing Growth

- 7.6 The level of growth for each settlement, be it Category B or C, is a combined figure, calculates against the baseline number of dwellings at the plan base date (i.e. the year 2000) and including completions, commitments (planning permissions) and any housing allocations, up to the end of the UDP plan monitoring period i.e. after 2015.

Defining Local Housing Need

- 7.7 Local Housing Need is defined within the Unitary Development Plan (page 161) and there are two recognised types of local housing need, as follows:
- a. Key workers who need to live within a particular locality such as farm, fisheries and forestry workers who currently live too far away as to be practical for their employment (e.g. animal husbandry); and

- b. Low income households lacking their own housing, or living in housing which is inadequate or unsuitable, who are financially unable to provide for their own needs in the housing market without assistance.

7.8 Given the two different types of Local Housing Need it will be important for applicants to ensure that their proposals are appropriately contextualised by identifying upfront the type of local housing need they are seeking to address. This can be done in the description of development and within supporting documentation such as the Covering Letter, Access and Design Statement and perhaps most importantly within the applicant's supporting statement seeking to demonstrate Local Housing Need.

Local Housing Need - Key Workers

7.9 For applicants seeking to demonstrate local housing need on the basis that they are a key worker sufficient evidence must be provided to demonstrate the need for that worker to live in that specific locality and that the type of work justifies the need to be closely located to their workplace. In the context of Local Housing Need "key workers" can include a broader range of workers than "rural enterprise workers". However in all cases it must be demonstrated to the satisfaction of the Planning Authority that the intended user of the proposed residential development needs to live within the locality and there are no suitably appropriate alternatives such as the purchase of an existing home within the locality where the need has been demonstrated.

7.10 The evidence that would normally be required to support a new 'worker dwelling' should address the following points:

- Details of the household to occupy the dwelling including their current home address; the ownership status of their current home; the household worker's length of time at that address; the current workplace and length of time at that workplace; and the nature/function/type of the workplace.
- Local links with the locality of the proposed development and proximity of locality to workplace eg family ties, place of employment.
- Reasoning as to why it is essential that they live close to work and the reasoning for choosing that locality; and reasoning for proposing a new build as opposed to purchasing an existing home within the locality.

Local Housing Need - Affordable Housing Needs

7.11 For applicants seeking to demonstrate affordable housing need sufficient evidence will be required to demonstrate that there is an affordable housing need within that specific locality. In all cases it must be demonstrated to the satisfaction of the Local Planning Authority that the intended occupant of the proposed development has local linkages within the community. These local links are primarily working in the community and/or living within the community for at least the last five years. Other local links can include

family ties to the locality. However in all instances it must be demonstrated that the applicant lacks sufficient income and house equity to allow them to gain a home within that locality through normal unsubsidised methods.

7.12 The evidence that would normally be required to support affordable home proposals should address the following points:

- Details of the household which will occupy the affordable housing including their current home address; the ownership status of their current home; the reason why their home is inadequate; and length of time at that home address.
- Local links with the locality the proposal is made within and proximity of locality to workplace¹
- Reasoning as to why that locality has been chosen; and reasoning for proposing a new build as opposed to purchasing an existing home within the locality.

7.13 In addition to the above applicants should complete an Application for Affordable Home Ownership, forms can be obtained from the Housing Strategy Unit. This information will be held in confidence and will not be available for public view. The application form will be assessed by a Registered Social Landlord and the Housing Strategy Unit to identify whether the individuals are in affordable housing need. The findings of this process will influence the Planning Authority as part of the planning application consultation. This information will reveal whether the development would contribute to meeting an affordable housing need given the known level of affordability for the applicant and the availability and cost of homes currently on the market.

Local Housing Need - Securing Community Benefits

7.14 In permitting either workers' dwellings or affordable housing the Local Planning Authority need to ensure that conditions are applied and legal agreements signed to ensure that any local needs housing delivered is retained for as long as required by the community.

7.15 In the case of proposals seeking to meet affordable housing needs there will be a need for planning conditions restricting the development to affordable homes only. In addition a legal agreement would have to be secured to control the future resale of the property at an appropriate affordable price and to ensure that the property was only occupied by households in affordable housing need. In drafting the legal agreement it would be an important consideration to ensure that sequential preference be given firstly to:

- those individuals in affordable housing need with local links to the community where the property is located;
- with lesser preference given to individuals from surrounding community areas;
- and finally preference from individuals from elsewhere within the County.

7.16 If it were ever to transpire that no households could be identified that met any of the above requirements then it would be important to consider whether the property was

required to meet housing needs, but this would have to be the matter of a new planning application for variation of planning condition and the extinguishment of the legal agreement.

8.0 Planning matters

Pre-application discussions

8.1 Discussion with the appropriate officer in the Development Control Section, Planning Services, County Hall, Mold, CH7 6NF, is advisable before making the planning application in order to understand fully the Council's affordable housing requirements. Initial contact should be with one of the Planning Support Officers from that Section, on 01352 703234. For subsequent and more detailed advice and information relating to existing identified housing needs and affordable housing supply enquiries should be directed to the Housing Strategy Unit on 01352 703830. Also see Appendix 5.

Detailed matters for consideration

- 8.2 In considering proposals for affordable housing it will be important to ensure:
- The design and layout of the proposed affordable housing, both in terms of the site and individual housing units, will be in character with the locality and should be designed to ensure that the proposed affordable units and existing housing and proposed market housing blend together. The affordable housing should be dispersed across the site, and phased into the development of the site as a whole because the Council seeks to create mixed and balanced communities.
 - The size of individual dwellings should be suitable to meet the established need and not too large, or it may become unaffordable. A condition removing permitted development rights may be appropriate, so that they are not extended and thereby become unaffordable.
 - The provision of affordable homes does not substitute the need for the developer to make provision for other reasonable planning requirements. For example, where there is a requirement for public open space this will be in addition to requirements for affordable homes.
 - Any homes provided under the guise of affordable housing are subject to a Section 106 Agreement to ensure affordability for as long as there is a need within the community.
 - Where an RSL is required for the scheme, the RSL must be involved from the outset of the scheme.

Conditions and Section 106 Agreements

8.3 Under Policy HSG10 it is essential that the future occupation of affordable housing is retained for those in local need. This will be achieved through a planning condition or

Section 106 agreement covering the management of the scheme by an appropriately regulated RSL or similar body.

- 8.4 A phasing condition may also be applied to the planning permission for a housing site to ensure that a specified proportion of the market price housing on the site cannot be occupied until the affordable element has been built and allocated to a household in need of affordable housing. In negotiating the provision of affordable homes the LPA will seek to secure a legal agreement with the applicant, with the following legal expectations:
- a. Where it is anticipated that a RSL will be involved in the scheme that they be a signatory to the legal agreement between the LPA and the developer.
 - b. The type and quantity of affordable housing provision will be specified within the legal agreement.
 - c. The location of affordable housing will be shown by the inclusion of a map within the legal agreement.
 - d. The legal agreement will contain provisions to ensure the completion of affordable units before the completion and occupation of the remainder of the development.
 - e. The legal agreement should explicitly state how the properties will be maintained in an affordable state to meet future housing need within Flintshire.
 - f. To ensure that affordable homes are allocated to local households in genuine housing need it will be important that the legal agreement shows how households in affordable housing need will be assessed.
 - g. The legal agreement should include criteria which determine initial sale prices together with a protection mechanism for future re-sales and the terms under which re-sales will be subject to. Provisions should also be included to calculate initial rents together with future rental increases which should be restricted to inflationary rises only.
 - h. The legal agreement will specify the appropriate trigger during the development when the ownership of affordable homes should be transferred to the care of an RSL or other specified management body.
 - i. That the legal agreement make provision for alternative means of securing affordable housing to allow for those unforeseen instances where efforts to secure RSL funding fails.

Appendix 1: The Relevant UDP policies

HSG3 Housing on Unallocated Sites Within Settlement Boundaries

On unallocated sites within settlement boundaries, new housing, the change of use of non-residential buildings to dwellings, the renovation or replacement of existing dwellings, and infill development will be permitted provided that:

- a. in category C settlements it is the renovation or replacement of an existing dwelling or it is to meet proven local needs and cumulatively does not result in over 10% growth since 2000.
- b. in category B settlements it is the renovation or replacement of an existing dwelling or where it would cumulatively result in more than 15% growth since 2000 the development is justified on the grounds of housing need, and
- c. where a housing development is acceptable in principle in category A, B and C settlements:
 - i. it does not result in tandem development or overdevelopment in relation to the character of the site and surrounding area;
 - ii. it does not conflict with the UDP housing provision for the County over the Plan period; and
 - iii. the proposal complies with policy GEN1.

Policy HSG10 Affordable Housing within Settlement Boundaries

Where there is a demonstrable need for affordable housing to meet local needs, the Council will take account of this as a material consideration when assessing housing proposals. Where this need exists the Council will negotiate with developers to provide 30% affordable housing in suitable or appropriate schemes within settlement boundaries.

Policy HSG11 Affordable Housing in Rural Areas

Outside village settlement boundaries, proposals to develop affordable housing in rural areas will only be permitted, where:

- a. there is evidence of genuine local need for such provision;
- b. there are no suitable alternative sites or properties within settlement boundaries to meet the need;
- c. schemes abut settlement boundaries and form logical extensions to settlements, avoiding ribbon and fragmented development and incorporating suitable boundary treatment and landscaping measures;
- d. the scale, design, and layout of the proposed development are sympathetic and appropriate to the size and character of the settlement and its landscape setting, and reflects the scale of need identified; and
- e. houses will remain affordable in perpetuity for those in need, managed by a housing association, the County Council, a bone fide trust or similar organisation.

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Appendix 2: Settlements to which Policy HSG11 (rural exceptions) applies

Afonwen	Gronant	Mostyn	Rhydymwyn
Brynford	Gwaenysgor	Nannerch	Sychdyn
Cadole	Gwernaffield	Nercwys	Talacre
Caerwys	Gwernymynydd	Northop	Trelawnyd
Carmel	Gwespyr	Northop Hall	Trelogan & Berthengam
Cilcain	Halkyn	Pantymwyn	Treuddyn
Coed Talon & Pontybodkin	Higher Kinnerton	Penyffordd	Whitford
Cymau	Hope, Caergwrle, Abermorddu, Cefn y Bedd	Pentre Halkyn	Ysceifiog
Ffrith	Lixwm	Rhes y Cae	
Fynnongroyw	Llanasa	Rhewl Mostyn	
Gorsedd	Llanfynydd	Rhosesmor	

These are villages of Category B and C settlements according to the UDP and which fall within the rural area as defined by the Cadwyn Leader+ area and/or the area defined under the Article 33 Rural Areas Initiative previously maintained by the National Assembly for Wales as in existence during the preparation and Public Inquiry of the UDP (2007-2009).

Appendix 3: Policy HSG3 - Category B Settlements

Category B - semi-urban / main villages (8 - 15% growth)		
Ewloe	Mancot	Northop
Broughton	Garden City	Carmel
Saltney	Leeswood	Caerwys
Mynydd Isa	Sychdyn	Treuddyn
Hope/Caergwle/ Abermorddu/Cefn-y- Bedd	Northop Hall	Gwernymynydd
Bagillt	Sandycroft	New Brighton
Penyffordd/ Penymynydd	Drury & Burntwood	Ffynnongroyw
Hawarden	Gronant	Pentre
Greenfield	Mostyn Pennant)	(Maes

Appendix 4: Policy HSG3 - Category C Settlements

Category C - small villages (0 - 10% growth)		
Higher Kinnerton	Rhosesmor	Afonwen
Pentre Halkyn	Coed Talon/Pontybodkin	Pontblyddyn
Gwernaffield	Cymau	Cadole
Pantymwyn	Gwaenysgor	Alltami
Penyffordd	Gorsedd	Whitford
Trelawnyd	Nercwys	Bretton
Trelogan/ Berthengam	Nannerch	Dobshell
Rhydymwyn	Halkyn	Llanfynydd
Flint Mountain	Ffrith	Ysceifiog
Rhewl Mostyn	Rhes y Cae	Cilcain
Lixwm	Llanasa	Brynford
Talacre	Gwespyr	

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Appendix 5: Useful Contacts

The following are local **Registered Social Landlords**:

Pennaf Housing Association
Unit 14
Ffordd Richard Davies
St Asaph Business Park
St Asaph,
Denbighshire
LL17 OLJ

Cymdeithas Tai Clwyd
54 Strd y Dyffryn, (Vale Street),
Dinbych
Denbighshire
LL16 3BW

Cymdeithas Clwyd Alyn
46-54 Stryd y Dwr, (Water Street),
Rhyl
Denbighshire
LL18 1SS

Wales and West Housing Association
Unit 2 Acorn Business Park
Aber Road
Flint
Flintshire
CH6 5YN

In addition to the above it may be useful to approach **Flintshire County Council's Housing Manager** at Flint Offices, Flint, Flintshire CH6 5BD. (Telephone 01352 703800)

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**
DATE: **TUESDAY, 2ND JUNE 2015**
REPORT BY: **CHIEF OFFICER (COMMUNITY AND ENTERPRISE)**
SUBJECT: **COMMUNAL HEATING CHARGES 2015/16**

1.00 PURPOSE OF REPORT

1.01 To outline and seek agreement of Cabinet for the proposed heating charges to the communal HRA properties in 2015/16.

2.00 BACKGROUND

2.01 Community & Enterprise Portfolio currently operates 9 communal heating schemes within Flintshire. The Council negotiates fuel costs 12 months in advance and tenants benefit from the Council's Industrial and Commercial Contract rate. The cost of fuel used within these schemes is paid for initially by the Authority and collected from tenants in addition to their weekly rent. The charges and income received are paid into a holding account, and it is anticipated this account should be in a break even position at each financial year end.

2.02 New communal heating charges for the year are implemented in July to enable an accurate picture to be gathered on the previous year's costs and any corresponding surplus or deficit on the heating account.

2.03 Any proposed changes to current charges are intended to ensure that each communal heating scheme recovers the full energy cost charged in respect of individual schemes and aims to keep a nil balance on the heating reserve account.

3.00 CONSIDERATIONS

3.01 The Council charges tenants for the gas consumed within the block. This is a basic flat rate charge irrespective of individual usage. The method of applying tenants heating charges is to apply heating charges for the forthcoming year based on previous years usage calculated with the current energy rates.

3.02 In the event that there is an under recovery of costs from the previous year then Cabinet will be asked to consider:-

- Whether the tenants should incur in year additional charges to recover these costs.
- Whether the costs should be met through the HRA.

3.03 2014/15 charge debits/credits

In the event that there is an over recovery of costs in any year, these charges will be reimbursed to tenants.

The heating account position at the end of 2014/15 shows an over recovery on Bollingbroke and Richard Heights communal heating scheme. Each tenant within these schemes will receive a refund of £55.97. The Council will apply this as a rent credit if the tenant is in rent arrears or a cheque refund if the rent account is up to date.

3.04 2015/16 proposed charges

The Council has been able to purchase gas, this year, at a reduced price to 2014/15. As the gas price has fallen Members are asked to agree a decrease in the weekly heating charge across all 9 of the communal heating schemes.

3.05 The table below sets out recommended heating charge decreases for 2015/16, based on actual costs to the Council in 2014/15 and heating estimates for 2015/16.

Communal Area	Avg. Weekly Charge 2014/15	Reduction for 2015/16	Revised Avg. Weekly Charge 2015/16	Inflation for 2015/16
Bollingbroke Heights, Flint	£ 9.18	(£3.06)	£ 6.12	0.0%
Richard Heights	£ 9.18	(£3.06)	£ 6.12	0.0%
Castle Heights, Flint	£ 10.99	(£1.93)	£ 9.07	0.0%
Llwyn Beuno, Holywell	£ 11.05	(£2.79)	£ 8.26	0.0%
Llwyn Aled, Holywell	£ 12.22	(£0.61)	£ 11.61	0.0%
Panton Place, Holywell	£ 10.77	(£3.57)	£ 7.20	0.0%
Acacia Close, Mold	£ 12.75	(£0.10)	£ 12.65	0.0%
Glan-y-Morfa Court, Connahs Quay	£ 8.77	(£0.71)	£ 8.06	0.0%
Chapel Court, Connah's Quay	£ 9.99	(£2.32)	£ 7.67	0.0%

4.00 RECOMMENDATIONS

4.01 Cabinet is asked to consider and agree the following:-

- 4.02
- To apply any refunds as a rent credit if the tenant is in rent

- arrears or a cheque refund if the rent account is up to date.
- A decrease in the weekly heating charges as shown in the table above.

5.00 FINANCIAL IMPLICATIONS

5.01 As detailed above.

6.00 ANTI POVERTY IMPACT

6.01 Not applicable.

7.00 ENVIRONMENTAL IMPACT

7.01 Not applicable.

8.00 EQUALITIES IMPACT

8.01 Tenants cannot claim Housing Benefit for the cost of domestic heating. Any reduction in the charge will therefore have a positive effect on tenant's disposable incomes.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 The Cabinet Member for Housing supports the proposals.

12.00 APPENDICES

12.00 None.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

None.

Contact Officer: Zoe Roberts
Telephone: 01352 703311
Email: zoe.roberts@flintshire.gov.uk

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (STREETSCENE AND
TRANSPORTATION)**

SUBJECT: **SPEED LIMIT REVIEW - PROGRESS REPORT**

1.00 PURPOSE OF REPORT

- 1.01 To provide Cabinet with details on the progress made on the County wide Speed Limit Review for the classified (A and B) road network
- 1.02 To seek approval from Cabinet to a revised programme to complete the project.

2.00 BACKGROUND

- 2.01 In 2009, Welsh Government published a new guidance note "Setting Local Speed Limits in Wales" providing advice on the speed limits for single and dual carriageways in both rural and urban areas, with a request that all local authority's review the speed limits on all of their A and B road network. It was recommended that any proposed changes required as a result of the review should be implemented by the 31st December 2014.
- 2.02 A report was approved by Cabinet July 2013 detailing the outcome of the review which had been carried out on the Flintshire classified road network and included schedules and plans of those sections of roads where a change in the speed limit was necessary. The proposals included a programme to complete the associated orders and implement the revised speed limits within a two year period.
- 2.03 The cost of carrying out the works was estimated to be £210k and a bid for funding was to be submitted for consideration from the WG Prudential Borrowing Initiative (PBI)

3.00 CONSIDERATIONS

- 3.01 Progress on the project has been slower than expected, due to various reasons, including:
- The complexity of preparing the new orders, especially where they integrated with existing side street speed limit orders

- Dealing with the objections against the orders received during the consultation period, which require additional time to resolve
 - Low staff resources, both within the Traffic Section and the Legal Section of the Council who have historically produced the legal orders required to implement the speed limits
- 3.02 Of the 37 sites identified as requiring a change to the existing speed limit order (**Appendix 1**) –
- 5 have been completed
 - 7 are committed and will be completed within the next three months
 - 25 have yet to be ordered and advertised
- 3.03 Based on the progress made to-date, the final delivery of the project is expected to be well after the expected completion date required by WG in the guidance note and it is now necessary to develop a new programme and method of delivery in order to complete the work at the earliest possible opportunity.
- 3.04 In order to expedite the work it is proposed that the Council engage an Agency engineer who is capable of designing the new speed limits, creating the legal orders and arranging the necessary consultation process. This arrangement has historically been carried out by two teams within the Council, i.e. the scheme design has been carried out by Traffic teams and the legal order processed by the Legal team. This has created further delays and the twin track arrangements reduces ownership of the project. There are no members of staff within the Streetscene and Transportation portfolio with the skill sets to allow them to undertake both elements of the speed limit orders.
- 3.05 It is expected that the Agency engineer will be capable of progressing the outstanding schemes to completion within 6 months and therefore the revised completion date will be 30th November 2015.
- 3.06 The estimate costs of completing the remaining routes is £180k (advertising and construction works) and the cost of engaging the Agency engineer for the period of the project is approximately £30k.
- 3.07 The Welsh Government PBI scheme is no longer available and all of the available funding has been utilised for other highway improvement schemes across Flintshire. The costs of completing the speed limit review will therefore be met from the Streetscene and Transportation budget and an in-year budget pressure will be created as a result
- 3.08 The revised programme will follow the prioritised list also shown in **Appendix 1**.

3.09 Progress against the new timetable will be monitored monthly by the Cabinet member for Environment and a verbal update on progress will be presented to Informal Cabinet at the half way point of the project (i.e. after three months)

4.00 RECOMMENDATIONS

4.01 That Cabinet approves the revised completion date for the project and the engagement of the Agency Engineer to carry out the work required to deliver the speed limit review within the revised timescale.

5.00 FINANCIAL IMPLICATIONS

5.01 The total cost for completing the speed limit review is £210k.

6.00 ANTI POVERTY IMPACT

6.01 No identified impact.

7.00 ENVIRONMENTAL IMPACT

7.01 The reduced speed limits will lessen the risk of collisions on the road network, and will improve the road safety for all road users.

8.00 EQUALITIES IMPACT

8.01 No identified impact overall. Each scheme will be reviewed and assessed to ensure that there is no disproportional and detrimental impact against any group of individuals

9.00 PERSONNEL IMPLICATIONS

9.01 Agency Engineer required for a period of six months to carry out the work.

10.00 CONSULTATION REQUIRED

10.01 Each proposed change in speed limit will need to follow the national statutory consultation procedures applicable, and receive Police support.

10.02 Each Local Member will be consulted as part of the process

11.00 CONSULTATION UNDERTAKEN

11.01 Each Local Member, and all Town/community Councils were provided with both a link to the new speed limit guidance, together with the initial recommendations resulting from the Atkins report.

11.02 Environment Overview and Scrutiny considered the new programme in June 2015 and recommended approval to Cabinet

12.00 APPENDICES

12.01 **Appendix 1** – Original schedule and progress report

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

Contact Officer: Stephen Jones
Telephone: 01352 704700
Email: stephen.o.jones@flintshire.gov.uk

Identified Speed Limit	FCC Matrix Score & order for completion	Estimated Cost	Status
Order of Priority			
Completed			
A549 Dobshill	-	-	Implemented
A5104 Treuddyn	-	-	Implemented
A5104 Broughton	-	-	Implemented
B5126 Northop	-	-	Implemented
A548 (6)	-	-	Implemented
Committed			
A5026 (15,18)	-	11k	With Contractor
B5102 (26)	-	13k	With Contractor
A550 (13)	-	9.5k	Objection
A541 (3,27)	-	9.5k	With Contractor
A5119 (20)	-	5k	Objection
To be Completed			
A5104 (1)	149	13	To be advertised
B5121 (28)	142	12	To be scheduled
A5026 (16)	141	8	To be advertised
B5123 (31,32,33,34)	138	30	To be advertised
B5101 (22,23,24,25)	135	18	To be scheduled
B5125 (36,37)	128	10	To be advertised
A5026 (17)	121	12	To be scheduled
A550 (11)	119	10	To be advertised
B5129 (38)	113	6	To be re-advertised
A548 (10)	110	7	To be scheduled
B5123 (30)	87	7	To be advertised
B5373 (39)	85	7	To be advertised
A541 (2,29)	82	10	To be advertised
A5119 (21)	78	7	To be re-advertised
A5119 (19)	69	7	To be advertised
A5026 (14,35)	53	16	To be advertised

Total:	180
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AGENDA ITEM NO.

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (STREETSCENE AND
TRANSPORTATION)**

SUBJECT: **PROPOSED SOLAR ENERGY FARMS AT
FORMER LANDFILL SITES**

1.00 PURPOSE OF REPORT

1.01 To inform Cabinet of the sites which have been identified as being potentially suitable to install renewable energy systems and seek Cabinet approval to proceed to the detailed business/feasibility stage and the submission of outline Planning applications for both of the sites

2.00 BACKGROUND

2.01 A report was submitted to Cabinet on the 30 September 2014 which identified the benefits and opportunities surrounding the development of large scale renewable energy projects in the County.

2.02 Following a national Government consultation process, which considered reducing or possibly ending many of the financial benefits of investment in such renewable energy schemes by 2017/18, it is important that if Flintshire County Council is to take advantage of the incentives currently available, that those schemes that have passed through an initial appraisal are taken to full feasibility and business case. This will require tenders to be invited to obtain actual development costs that will enable full feasibility and business cases to be completed and determine the final return on investment from the projects. This will then allow Cabinet to make a final decision on the projects.

2.03 In recent months both the WLGA and APSE have been investigating ways to assist Local Authorities move from installing relatively small scale renewable schemes to much larger commercial scale developments. This includes the launch of the APSE Energy Initiative and the ability of Councils to access a framework of consultants to provide the necessary legal and technical expertise needed to assess the viability of individual projects.

- 2.04 The Council's Carbon Reduction Strategy has four primary strands to achieve the 60% reduction target for carbon emissions by 2021. One of the most significant elements is the development of large scale renewable energy generation projects, which will be essential if the Council are to reach the challenging target. This point was identified in a Carbon Trust report on Flintshire's progress to achieve its Carbon Reduction Strategy Target.
- 2.05 The Welsh Government are also investigating ways to promote and encourage large scale renewable developments in local authorities, and potential funding has been suggested, although details are presently unknown.

3.0 CONSIDERATIONS AND CONCLUSIONS

- 3.01 Two former Landfill sites at Standard and Brookhill in Buckley have been identified as potential locations for solar farms. The two sites currently produce electricity through turbines, powered from the methane produced by the decaying biodegradable waste material within the capped landfill site. The electricity is currently exported to the national grid through direct grid connections at both locations.
- 3.02 There is increasing capacity in the grid connections at both sites, as gas levels generated by the landfill sites naturally fall. Currently the available capacity within the grid connections at the two sites are as follows:
- Standard Landfill - 500 KW (existing supply capacity of 1.125MW)
- Brookhill landfill - 500 KW to 800 KW (existing supply capacity of 1 MW)
- 3.03 The proposed Photo Voltaic (P.V.) installations will therefore be sized to maximise the use of the available electricity network without exceeding the stated limits of the grid connections.
- 3.04 The two landfill sites are relatively straightforward to progress because of their suitable existing grid connections and as there is little in the way of unknown costs in connecting the proposed PV installations to the existing network. Confirmation will be required from Scottish Power during the feasibility study that there are no network issues that will arise from Photo Voltaic generation and to assess the cost of mitigating the effect, if this is necessary. This exercise will form part of the final feasibility study
- 3.04 Early comment from the Planning Department on the potential development of "brown field" sites for renewable generation have indicated that such uses are not in conflict with current planning policy.

- 3.05 The benefits of developing large scale renewable projects in Flintshire are not limited to the Government's financial incentives, through Feed In Tariff's (FIT's) or Renewable Heat Incentive (RHI) etc, but in future the initiative could form valuable insurance against security of supply risks, as well as lowering the risk of utility cost inflationary pressures.
- 3.06 Whilst the two Buckley Landfill sites are relatively simple to develop from a technical perspective, there may be issues to resolve surrounding the public rights of way across both sites. However, it is hoped that with some flexibility on the location of the panels, there will be no need to change the existing routes of the footpaths. The County therefore need to be aware of this and submit mitigating measures within the planning application following consultation with the Council's Public Rights of Way team.
- 3.07 In order to fully utilise the full benefit of the electrical energy generated from these and any future schemes there are a number of options open to the County Council. These range from entering a Power Purchasing Agreement (PPA) with a national supplier and providing a "private wire" which would take the energy from the point of generation to a nearby depot or public building. Such choices do not need to be decided now but can evolve as the electricity supply industry regulations become more amenable to independent generators.
- 3.08 Due to the close proximity of Brookhill landfill site to Alltami Depot, it is entirely feasible for the electricity generated at Brookhill to be connected via a "private wire" arrangement to Alltami Depot, effectively eliminating the current £100k (approx.) annual electricity costs at the site. A decision on this option will be considered as the second phase to the current project and a final decision on this matter can be taken at a later date.
- 3.09 The provision of a private wire connection between Brookhill and Alltami depot would open up further opportunities for the use of an electric vehicle fleet by the service and the provision of charging points within the depot. This would provide the potential for significant future financial and carbon savings to the authority from the fuel currently used by the fleet vehicles
- 3.10 Streetscene and Transportation portfolio have identified the potential savings provided by additional energy generation and the improved maintenance of the gas turbines at the two landfill sites within their 2016 – 16 Business Planning proposals.
- 3.11. As previously detailed, timing is critical to maximise the financial benefits to Flintshire County Council of investment in large scale renewable schemes such as those suggested in this report. Subject to approval of the final business case by Cabinet the projects could be operational by spring 2016.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet supports the two projects and approves the development of the detailed feasibility and business cases through the engagement of specialist support through the APSE energy initiative to provide the necessary financial and legal due diligence checks. .
- 4.02 That a further report is submitted to Cabinet following completion of the feasibility and final business case work which recommends the most appropriate financing arrangement and seeks final approval for the project
- 4.03 That Cabinet approves the submission of an outline planning application for the solar farm schemes at Standard and Brookhill landfill sites.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The schemes are not currently included within the capital programme and capital cost estimates for both schemes are circa £1.53M but the final figure will be dependent on the size of the installed Photo Voltaic array system. The final cost will only be known post tender when capital funding would then be sourced. The funding could either be general capital funding from capital receipts generated or more likely unsupported (prudential) borrowing.
- 5.04 The expected net benefit, after allowing for potential capital and interest repayments, and ongoing management and maintenance costs is estimated to be between £1.385M and £2.04 M over 20 years, from what are relatively small schemes. The exact returns are therefore dependant on whether the projects are funded via Prudential borrowing (or similar) or financed from existing budgets /reserves.

6.00 ANTI POVERTY IMPACT

- 6.01 No direct impact

7.00 ENVIRONMENTAL IMPACT

- 7.01 Overall beneficial, as any renewable scheme will reduce the amount of Carbon Dioxide emitted into the atmosphere which is believed responsible for man-made climate change. Individual schemes may, depending on the technology selected, have a local and/or visual impact

8.00 EQUALITIES IMPACT

- 8.01 None

9.00 PERSONNEL IMPLICATIONS

9.01 It is anticipated that for the initial schemes, since much of the preliminary work has been completed, only assistance with planning applications and specialist legal advice will be required from consultants. These will be supported and assisted as and when necessary by existing staff.

10.00 CONSULTATION REQUIRED

10.01 Local Members and the Public Rights of Way team.

11.00 CONSULTATION UNDERTAKEN

11.01 APSE, Walker Morris, Steven Cirell-Energy Consultant, Welsh Government, Internal Planning advice, Procurement advice. Corporate finance. Public Rights of Way team.

11.02 With Cabinet Member

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Documents:

Contact Officer:	Will Pierce
Directorate,:	Planning and Environment.
Telephone :	01352 703137
E.mail:	Will.pierce@flintshire.gov.uk

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (STREETSCENE AND
TRANSPORTATION)**

SUBJECT **UPDATE ON THE COUNCILS HIGHWAY ASSET
MANAGEMENT PLAN (HAMP)**

1.00 PURPOSE OF REPORT

1.01 To update Cabinet on the progress made on the HAMP Improvement Plan and to seek approval for the targeted allocation of both revenue and capital funding to the most appropriate asset on the network, utilising the principles of the HAMP to guide the outcome.

2.00 BACKGROUND

2.01 The highway network is the highest valued infrastructure asset owned by the Council, with the carriageway and footway asset alone valued in excess of £1 billion. The availability and functionality of the network are essential elements in maintaining economic and social development within the County.

2.02 As Highway Authority, the Council has a statutory duty to maintain the highway. This is carried out in the face of the following increasing pressures:

- Limited budgets
- Limited staff resources
- An ageing highway network with a backlog of maintenance requirements
- Increased accountability to the public.
- Increasing public expectations

2.03 In February 2012 the Councils Executive approved the Councils HAMP. The plan sets out how the Council responds to its statutory duty in the face of these pressures. It sets out how asset management principles will be applied to the management of the individual assets that make up the highway network in Flintshire

2.04 The HAMP is a working document that needs to be regularly updated as work and tasks are completed. In order that the content of the HAMP reflects current best practice, Flintshire attends quarterly workshop's, along with all 22 welsh authorities, run by EXP consultants on behalf of Welsh Government. The aim is to develop and implement

national policies for the development of cost effective long term asset management strategies in accordance with the requirements of Whole Government Accounting.

- 2.05 Since 2012, work has been ongoing to develop the HAMP and the original Action Plan from the plan has been updated and the current document status is shown in **Appendix 1** of this report. A number of milestones have been achieved during the period and work is still progressing on a number of other milestones which have now been added to the Action Plan.
- 2.06 In January 2012, Welsh Government announced a new initiative to provide additional highway funding to each Council in Wales to address the long standing maintenance backlog and carry out significant highways improvements on the network (LGBI). This Authority used its HAMP to inform the bids that were submitted to Welsh Government to secure £8.4 million of funding.
- 2.07 To ensure that this funding was targeted at the assets with the greatest need, an internal risk workshop assessed the key risks associated with each individual asset on the network. The individual asset types included
- Structures
 - Street Lighting
 - Carriageway
 - Footways
- 2.08 The workshops allocated LGBI funding to individual assets accordingly and the outcome was then presented to the Executive Board for approval.
- 2.09 The above workshop was repeated in January 2013 to allocate second and third year prudential borrowing funding to again target the highest risk areas and those schemes that provided the greatest economic and environmental benefits from funding.
- 2.10 The latest externally verified condition surveys have again shown that the conditions of the classified road network in Flintshire are the best maintained in Wales

3.00 CONSIDERATIONS

- 3.01 The Council's HAMP sets out how the Council responds to its statutory duty to maintain the Highway network. It sets out how Asset Management principles will be applied to the management of the individual assets that make up the highway network in Flintshire.

These principles are:-

- A systematic approach to maintenance that takes a long term maintenance approach.
- Maximising benefits by balancing competing demands across individual asset types.
- Allocation of resources based on assessed need and a risk based approach to funding allocation.
- Explicit consideration of public expectations.

3.02 Welsh Government Whole Government Accounting requires that the authority prepares an Annual Status and options report in October each year for the previous financial year. The document presents a summary of the condition of Flintshire County Councils road assets. The current Annual Status and options report (2013/14) is attached as **Appendix 2** of this report

3.03 The introduction of the new Streetscene and Transportation Portfolio has resulted in Highway Structures, Highway Policy, Highway Strategy and the Traffic section merging with the original Streetscene service and the following capital and revenue funding is now available to the portfolio for maintenance and infrastructure improvement schemes each year

Cost Code	Scheme Description	Allocation £,000
ZTH354	Bridge Assessment	100
ZTH362	Structural Maintenance (subject to capital bid)	120
ZTH378	Street Lighting replacement (subject to capital bid)	120
ZTH406	Highway Infrastructure (subject to capital bid)	520
TGB311	Revenue Maintenance	504
THC211	HAMP Revenue funding	225
	Total	1589

3.04 The condition of the highway network will naturally continue to deteriorate each year and the above investment is insufficient to address the rate of decline. Therefore, with ever decreasing budgets we need to ensure that funds within the new portfolio are allocated and targeted to those assets with the greatest need. This year there are no Welsh Government Capital funding streams available for highway Maintenance works, however we have been allocated an additional £225,000 Council revenue allocation, following a successful bid which used the HAMP to justify the additional investment needed on the network

- 3.05 It is proposed that in future the Council should follow the model used for allocating the Welsh Government LGBTI funding to allocate funds to maintain individual assets as required. Consequently a risk workshop has been arranged for 9th June 2015 to risk score all the individual asset requirements which prioritise the work required and ensure those schemes with the greatest economic and environmental benefits are put forwards against the various allocations.
- 3.06 The table below shows the provisional allocation of this year's budget of £1,589,000 to deal with this year's pressures. (subject to the outcome of the risk workshop in June)

Activity	Allocation £,000
Bridge Assessment	100
Resurfacing works	300
Surface dressing	370
Footway Slurry seal	120
Patching works	250
Street Light Replacement	120
Subsidence schemes	250
Road Markings	79
Total	1589

- 3.07 In addition to the on going maintenance requirements of the network five highway subsidence schemes have been identified and each will require funding at some point to prevent ultimate failure of these key routes and this will present additional burdens on reducing budgets. These schemes have been assessed and have been prioritised as follows.

Priority	Scheme Name	Estimated cost £,000
1	B5101 Ffrith	250
2	B5101 Llanfynydd	65
3	A5026 Boot Hill Holywell	100
4	A550 Tinkersdale	15
5	Kelsterton Lane Connah's Quay	12
	Total	442

- 3.08 Subject to the outcome of the workshop and Cabinet approval for the allocations, the first scheme will be completed during the current year and the remaining subsidence schemes will be completed in priority order over the following years – subject to the risk assessment workshop and future allocations.
- 3.09 Once the asset groups have been risk assessed and the funding allocations to individual areas confirmed, the information will be presented to Cabinet for approval each year. Once approved, the

detailed works programmes (eg resurfacing programme) will be developed and made available on the Council website.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet approves the updated HAMP Improvement Plan
- 4.02 That Cabinet approves the reallocation of funding across the Highway Asset Groups as dictated by the risk based approach detailed in the report.
- 4.03 That a further report is presented to Cabinet with the details of the individual annual asset allocations each year following the risk workshop

5.00 FINANCIAL IMPLICATIONS

- 5.01 Highway funding allocations detailed in report
- 5.02 The process will ensure that existing funding within the new Streetscene and Transportation Portfolio is targeted at those assets with the greatest economic and environmental benefits

6.00 ANTI POVERTY IMPACT

- 6.01 Not applicable

7.00 ENVIRONMENTAL IMPACT

- 7.01 The HAMP considers the impact of the network on the environment as one of its primary level of service

8.00 EQUALITIES IMPACT

- 8.01 The desk top assessment concluded that the HAMP process does not discriminate against any particular group

9.00 PERSONNEL IMPLICATIONS

- 9.01 None

10.00 CONSULTATION REQUIRED

- 10.01 None

11.00 CONSULTATION UNDERTAKEN

- 11.01 With Cabinet Member

11.02 The report was recommended for approval by Environment and Overview Scrutiny after considering the content in June 2015

12.00 APPENDICES

12.01 Appendix 1 – HAMP Improvement Plan Milestones.
Appendix 2 - The Annual Status and options report 2013/2014.

Contact Officer: S Jones
Telephone: 01352 704700
Email: Stephen.o.jones@flintshire.gov.uk

9 Improvement Plan

9.1 Milestones

An improvement action plan has been created to support this plan and is included in appendix I. For the duration of this plan the key milestones are as follows:

Table 9.1: HAMP Milestones					
No	Milestone	Target Date	Frequency	Improvement Action Plan References	Status
1	Completion of HAMP Annual Status and Options Report to comply with WG requirements for Local Government Borrowing Initiative bid.	December 2013	Annually		Completed
2	Develop a system to record all maintenance activity on the highway assets. Through the development of the Mayrise Project.	April 2012	On going		On Going
3	Undertake a footway survey and develop a maintenance strategy process utilising the information. Develop system to update information by undertaking an annual review.	December 2014		IA2, IA3	Footway Survey Completed Ongoing
4	Completion of Annual Status and Options	October 2014	Annually		Completed

	Report to comply with WG requirements for Local Government Borrowing Initiative				
5	Develop an information strategy for highway structures and collect all inventory.	March 2015		IA4, IA4a	Completed · All inventory is stored on BMX bridge management system
6	Completion of data to populate the WG 'LPack' Whole Government Accounts return. Areas required to submit data:- <ul style="list-style-type: none"> • Structures • Traffic • Street lighting • Carriageways • Footways 	June 2014	Annually		Completed
7	Extending the Asset Inventory held in various form into one centralised system and develop a Data Management Plan in association with SCOTS/CSSW HAMP#2	August 2016			On Going

8	Develop Street Scene Standards in line with member requirements	December 2015	.		Scrutiny report Autumn 2015
9	Undertake Policy reviews on Street Scene Policies.	August 2015	As required		On Going
10	Prepare Maintenance Manual in association with SCOTS/CSSW HAMP#2.	August 2016			On Going
11	Produce APSE returns in association with SCOTS/CSSW HAMP#2.	August 2015	Annually		On Going

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Flintshire County Council 2013/14 Annual Status and Options Report.

1. Introduction

This report presents a summary of Flintshire County Council's road assets as at March 2014. It

- Describes the current condition of the asset
- Details the service that the asset and current budgets are able to provide
- Presents the options available for the future

This report provides information to assist with budget setting for roads and footways.

Status

The status of each asset group is provided in terms of current condition, the output that is delivered, the standards being achieved and, where possible, an indication of customer satisfaction.

Options

- The report considers the following options:
- Option 1 - A continuance of current funding levels (which includes LGFI funding)
- Option 2 - Predicted effect of using the 2013/14 budget and incorporating the calculated steady state percentage split between corrective and preventative maintenance.
- Option 3 - Effect of the predicted reduced Planned Maintenance budget for 2015/16 using the Preventative Strategy. (80% Preventative Maintenance and 20% Corrective Maintenance)

Flintshire County Council 2013/14 Annual Status and Options Report.

Long Term Forecasts

The impact of a level of investment cannot be shown by looking at the next couple of years. The report includes 20 yr forecasts to enable decisions to be taken with an understanding of their long term implications.

Impacts Risk

To reflect continuing budgetary pressures the report contains an assessment of the impact for each option presented. In some instances however the level of detail of assessment is currently hindered by an absence of data.

2. Carriageways

2.1 Status Report

Asset Group: Carriageway					
	Statistics				Commentary
The Asset	Road Class	Urban Length (km)	Rural Length (km)	Total Length (km)	<p>The carriageway Inventory is held and updated in our Development Control Section.</p> <ul style="list-style-type: none"> An Improvement Action is to start utilising the WDM Asset Management System including adding the inventory data. 0 The carriageway asset has grown by 62.9km (5%) in the last 5 years.
	A Road	62.6	89.2	151.8	
	B Road	42.5	35.6	78.1	
	C Road	68.4	194.1	262.5	
	Unclassified Road	414.7	254.7	669.4	
	Total Length (km)	588.2	573.6	1161.8	

**Flintshire County Council 2013/14
Annual Status and Options Report.**

Asset Group: Carriageway

Statistics

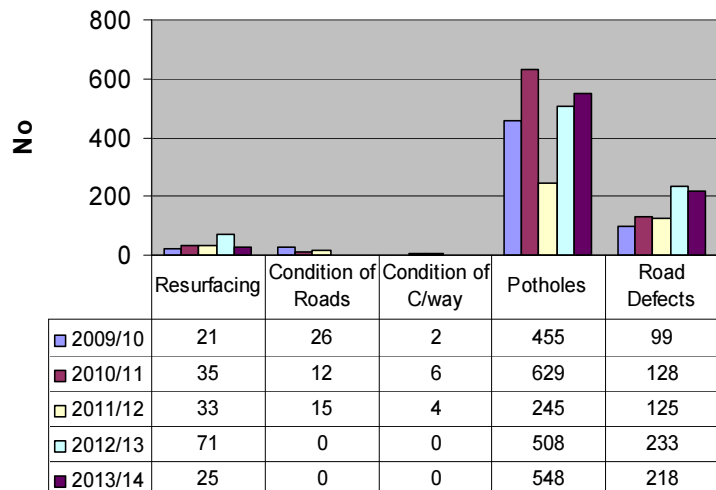
Commentary

During 2012/13 Street Scene Services developed a new Customer Contact Centre which became operational during 2012/13 and the categories Condition of Roads and Condition of Carriageway have been incorporated into Potholes and Road Defects respectively.

Carriageway Complaints and Reports by Telephone

Topic	2009/10	2010/11	2011/12	2012/13	2013/14
Resurfacing / Surface Dressing / Patching	21	35	33	71	25
Condition of Roads	26	12	15	0	0
Condition of Carriageway	2	6	4	0	0
Potholes	455	629	245	508	548
Road Defects	99	128	125	233	218
Total	603	810	422	812	791

Carriageway Complaints and Reports by Telephone



Customer Expectations

The total number of complaints/reports decreased however, potholes are the most common category that leads Customers to complain to the Contact Centre.

**Flintshire County Council 2013/14
Annual Status and Options Report.**

Asset Group: Carriageway																																		
	Statistics	Commentary																																
A Road Condition	<p style="text-align: center;">Carriageway Condition for Class A Principal roads from SCANNER survey data</p> <table border="1"> <thead> <tr> <th></th> <th>2007-08</th> <th>2008-09</th> <th>2009-10</th> <th>2010-11</th> <th>2011-12</th> <th>2012-13</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td><40</td> <td>88.40%</td> <td>88.30%</td> <td>86.60%</td> <td>81.60%</td> <td>79.70%</td> <td>82.80%</td> <td>83.50%</td> </tr> <tr> <td>40 - 99</td> <td>10.50%</td> <td>10.70%</td> <td>11.80%</td> <td>14.90%</td> <td>17.00%</td> <td>15.00%</td> <td>15.00%</td> </tr> <tr> <td>≥100</td> <td>1.10%</td> <td>1.10%</td> <td>1.70%</td> <td>3.40%</td> <td>3.30%</td> <td>2.20%</td> <td>1.50%</td> </tr> </tbody> </table> <p style="text-align: center;">Survey Year</p>		2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	<40	88.40%	88.30%	86.60%	81.60%	79.70%	82.80%	83.50%	40 - 99	10.50%	10.70%	11.80%	14.90%	17.00%	15.00%	15.00%	≥100	1.10%	1.10%	1.70%	3.40%	3.30%	2.20%	1.50%	<ul style="list-style-type: none"> • Measured by SCANNER • 100% one side measured annually • Class A Roads continue to show an improvement after the investment of LGBI and are within RCI target of 8% for red condition. • Flintshire County Council has set its target at achieving 6% red condition for all road classes and 18% amber for all road classes and FCC is presently allowing Class A Roads to deteriorate with a controlled level of spend. This does not include safety issues.
	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14																											
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APPENDIX 2
Flintshire County Council 2013/14
Annual Status and Options Report.

Asset Group: Carriageway																																		
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B Road Condition	<p style="text-align: center;">Carriageway Condition for Class B Non-Principal roads from SCANNER survey data</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th>2007-08</th> <th>2008-09</th> <th>2009-10</th> <th>2010-11</th> <th>2011-12</th> <th>2012-13</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>■ <40</td> <td>88.50%</td> <td>87.40%</td> <td>84.60%</td> <td>79.60%</td> <td>76.80%</td> <td>81.40%</td> <td>84.10%</td> </tr> <tr> <td>■ 40 - 99</td> <td>10.60%</td> <td>11.80%</td> <td>13.80%</td> <td>16.90%</td> <td>18.70%</td> <td>15.80%</td> <td>14.70%</td> </tr> <tr> <td>■ ≥100</td> <td>0.80%</td> <td>0.90%</td> <td>1.60%</td> <td>3.60%</td> <td>4.50%</td> <td>2.80%</td> <td>1.20%</td> </tr> </tbody> </table> <p style="text-align: center;">Survey Year</p>		2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	■ <40	88.50%	87.40%	84.60%	79.60%	76.80%	81.40%	84.10%	■ 40 - 99	10.60%	11.80%	13.80%	16.90%	18.70%	15.80%	14.70%	■ ≥100	0.80%	0.90%	1.60%	3.60%	4.50%	2.80%	1.20%	<ul style="list-style-type: none"> • Measured by SCANNER • 100% one side measured annually • Class B Roads continue to show an improvement after the investment of LGBI and are within the 6% red condition which has been set by Flintshire County Council. • It is Flintshire County Council's intention to allow Class B Roads to deteriorate with a controlled level of spend. This does not include safety issues.
	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14																											
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	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14																											
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	Statistics	Commentary																																								
U Road Condition	<p style="text-align: center;">Carriageway Condition for Unclassified roads from MRM survey data</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th>2007-08</th> <th>2008-09</th> <th>2009-10</th> <th>2010-11</th> <th>2011-12</th> <th>2012-13</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>NI (<5%)</td> <td>80.70%</td> <td>81.33%</td> <td>63.94%</td> <td>70.00%</td> <td>66.70%</td> <td>64.48%</td> <td>59.03%</td> </tr> <tr> <td>Local (5-20%)</td> <td>13.50%</td> <td>16.50%</td> <td>31.20%</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Partial (20-40%)</td> <td>3.80%</td> <td>1.77%</td> <td>4.70%</td> <td>25.00%</td> <td>29.20%</td> <td>31.47%</td> <td>31.72%</td> </tr> <tr> <td>General (>40%)</td> <td>2.10%</td> <td>0.40%</td> <td>0.16%</td> <td>5.00%</td> <td>4.10%</td> <td>4.05%</td> <td>9.26%</td> </tr> </tbody> </table> <p style="text-align: center;">Survey Year</p>		2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	NI (<5%)	80.70%	81.33%	63.94%	70.00%	66.70%	64.48%	59.03%	Local (5-20%)	13.50%	16.50%	31.20%					Partial (20-40%)	3.80%	1.77%	4.70%	25.00%	29.20%	31.47%	31.72%	General (>40%)	2.10%	0.40%	0.16%	5.00%	4.10%	4.05%	9.26%	<ul style="list-style-type: none"> Measured by MRM 20% one side measured annually Flintshire County Council has undertaken an in house CVI survey of condition to determine priorities. The level of condition on the Unclassified Roads has deteriorated. Although there has been an increased level of expenditure due to the LGBI Investment, the amount spent is not enough to reach steady state or show an improvement in 2013/14. Flintshire County Council intends to invest in preventative maintenance on Unclassified Rural Roads, and invest in corrective inlay on Unclassified Urban Roads.
	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14																																			
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Flintshire County Council 2013/14 Annual Status and Options Report.

Asset Group: Carriageway																																
	Statistics		Commentary																													
Performance Indicators	Ref	Description	2012/13 Result	Comments																												
	PI03b (1.1.01)	% of Cat 1 defects made safe within response times	100%																													
	PI39 (1.2.01)	% of safety inspections completed on time	100%																													
	PI40 (2.1.01)	% of carriageway length to be considered for maintenance treatment (RCI red)	8.4%																													
	PI41 (2.1.02)	% of carriageway length treated	3.18%	Planned Maintenance s/d and r/s																												
	PI42 (6.1.01)	Total carriageway maintenance expenditure by carriageway length	£84,945/km																													
		Total cost per km of carriageway travelled for precautionary treatment	£39,339/km	Preventative treatment																												
Historical Investment	<p style="text-align: center;">Historical Costs (Carriageway) (2008/09 - 2013/14)</p> <table border="1"> <caption>Historical Costs (Carriageway) (2008/09 - 2013/14)</caption> <thead> <tr> <th>Year</th> <th>Planned (£)</th> <th>Reactive (£)</th> <th>Cyclic (£)</th> </tr> </thead> <tbody> <tr> <td>2008/09</td> <td>1,700,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2009/10</td> <td>1,400,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2010/11</td> <td>1,500,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2011/12</td> <td>1,000,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2012/13</td> <td>2,200,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2013/14</td> <td>3,100,000</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		Year	Planned (£)	Reactive (£)	Cyclic (£)	2008/09	1,700,000	0	0	2009/10	1,400,000	0	0	2010/11	1,500,000	0	0	2011/12	1,000,000	0	0	2012/13	2,200,000	0	0	2013/14	3,100,000	0	0	<ul style="list-style-type: none"> Planned maintenance information only. The graph shows the increase in investment from 2012/13 due to the LGBI funding. 	
	Year	Planned (£)	Reactive (£)	Cyclic (£)																												
2008/09	1,700,000	0	0																													
2009/10	1,400,000	0	0																													
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2012/13	2,200,000	0	0																													
2013/14	3,100,000	0	0																													

Flintshire County Council 2013/14 Annual Status and Options Report.

Asset Group: Carriageway			
	Statistics		Commentary
Investment and Output (2013/14)	The % split of costs for reactive maintenance for carriageway/footway has been assumed, as the current cost codes incorporate carriageway/footway within the same code.		
	Cost Category	£000's	Output
	Planned Maintenance Preventative	- £679k	- 112,195m ² of surface dressing.
	Planned Maintenance Corrective	- £2,464k	- 129,546m ² of resurfacing
	Routine Cyclic Maintenance	£2,541k	- Drainage – Jetting/Gully Emptying (£213k) - Grass Cutting – Amenity Grass – 988,456m ² - Highway Verges – 333,284m ² (£1,115k) - Cleansing/Sweeping (£1,213k)
	Routine - Reactive Repairs (emergency)		-
	Routine - Reactive Repairs (non-emergency)	£1,612k	- Highways Reactive Maintenance (£545k) - Highways Land Drainage (£165k) - Highways General (£227k) - Clean Teams (£62k) - Highways Night Team (£47k) - Highways ATM (£80k) - Road Markings (£94k) - Carriageway Patching (£392k)

Flintshire County Council 2013/14 Annual Status and Options Report.

Asset Group: Carriageway			
Statistics			Commentary
	Cost Category	£000's	Output
	Routine Inspection & Survey	- & £40k	- Condition surveys (£40k)
	Operating Costs	£891k	- winter maintenance
	Overhead *	N/A	-
	Improvements	£390k	- Drainage Works (£340k) - Subsidence Schemes (£50k)
	Loss#	£18k	- 3 rd party claims associated with carriageways
TOTAL = £8,635k			
Valuation	Gross Replacement Cost		£1,258,025,000
	Depreciated Replacement Cost		£1,162,019,000
	Annualised Depreciation Charge		£4,112,970
			The annualised depreciation (AD) was £4,112,970 which represents the average amount by which the asset will depreciate in one year if there is no investment in renewal of the asset.

Flintshire County Council 2013/14 Annual Status and Options Report.

Asset Group: Carriageway		
	Statistics	Commentary
Key Issues	<ul style="list-style-type: none"> • Increased fuel charges for Street Scene Services Vehicles. • Above inflation increases in the cost of construction materials. • Lack of forward works programme to cover three to five years. • Lack of detail within the Finance cost codes makes it difficult to breakdown the Reactive Maintenance spend. • Loss of LGBI funding after 2014/15 and predicted reducing budgets. • Central Government Cuts to Local Government Funding. • There are currently 5 no. subsidence schemes that are currently being investigated at the following locations:- <ul style="list-style-type: none"> • B5101 Ffrith • B5101 Llanfynydd • A5026 Boot Hill, Holywell • A550 Tinkersdale • Kelsterton Lane, Connah's Quay 	

Flintshire County Council 2013/14 Annual Status and Options Report.

Asset Group: Carriageway		
	Statistics	Commentary
Current Strategies	<ul style="list-style-type: none"> • Flintshire County Council has set its target at achieving 6% (RCI) red condition for all road classes. This will lead to investment being reduced on A, B and C (urban) roads which are already within target and increased investment on C Roads (rural) and U Roads. • The strategy for carriageways is to invest in preventative maintenance on Class C (rural) roads in order to reduce the rate of deterioration of the asset and corrective inlay on U (urban) Roads. However other classes of road will be considered after risk assessments and be incorporated into this strategy. • A SCRIM survey is undertaken annually on Class A and B Roads and selected C Roads. Sites are investigated and prioritized in accordance with Flintshire County Council's skid resistance policy. • C Roads and Unclassified Roads have been targeted using the additional LGBI funding. • Maximise budget by producing a scheduled tender for planned works. 	
Current Status	<p>As at 31 March 2014</p> <ul style="list-style-type: none"> - ↘ annual budget decreasing over time. (not including LGBI) - ↗ Target funding has improved the condition of C Roads. - ↗ increase in 3rd party claims - ↗ increase in customer complaints relating to potholes. 	

Flintshire County Council 2013/14 Annual Status and Options Report.

2.2 Carriageway Options

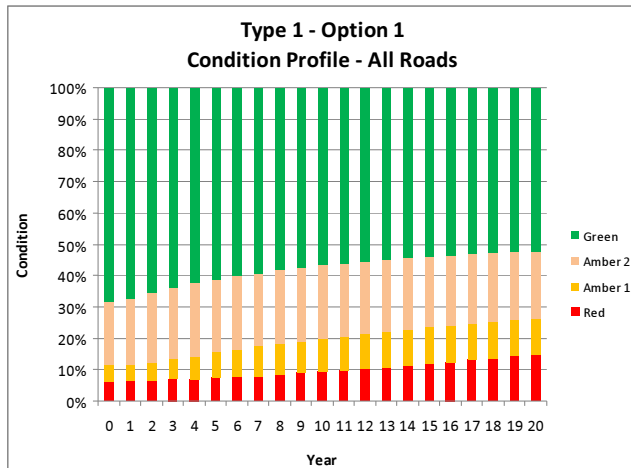
2.2.1. Option C1: This option comprises of a continuance of the 2013/14 budget which includes the LGBTI funding

Budget

This option is included to demonstrate that if the annual budget of 2013/14 (which includes the additional LGBTI funding) was utilised over a 20 year period the carriageways would still show deterioration.

HAMP Cost Category	Expenditure (£000's) (2013/14 actual)	%
Routine - Reactive Repairs (emergency)	£k	0
Routine - Reactive Repairs (non-emergency)	£1,612k	19%
Routine Cyclic Maintenance	£2,541k	29%
Planned Maintenance - Preventative	£679k	8%
Planned Maintenance - Corrective	£2,464k	28%
Inspections and survey (not covered under staff costs)	£40k	0.5%
Operating Costs (winter service)	£891k	10%
Improvements	£390k	5%
TOTAL	£8,617k	
<i>Loss (3rd Party Claims associated with (c/ways)</i>	£18k	0.5%
TOTAL (including claims costs)	£8,635k	

Predicted Condition



This shows a continuing deterioration of the carriageways over time resulting in the percentage of carriageway in need of maintenance (red + amber condition) increasing from 32% to 48% in 20 years.

Predicted Impacts

Reactive Maintenance

Continuance of this budget is likely to result in the increase of the level of reactive repairs over time.

3rd Party Claims

3rd party claims are expected to rise. A proportion of the pay out is funded from Operational budgets.

Customer Satisfaction

Customer satisfaction is expected to decrease with the worsening condition of the carriageways.

Flintshire County Council 2013/14 Annual Status and Options Report.

Future Costs

It is estimated that the cost of reactive maintenance will increase annually over the 20 year period.

Option Summary

The option of a continuance of current budget levels is predicted to result in:

- a. ↗ annual budget requirement growing over time to accommodate increasing reactive repairs
- b. ↘ reduction (deterioration) of measured condition
- c. ↗ increasing quantities of minor defects (pot holes and the like)
- d. ↗ potential for increase in 3rd party claims
- e. ↘ likelihood of decreased customer satisfaction as a result of increasing repairs

Total cost (over 20 years) estimated at **£172.7m**. Annual cost £8,635k initially, growing over time to accommodate growing reactive repair needs. (No allowance has been made for construction inflation currently running at approximately 5% per annum)

2.2.2.

2.2 Option C2: Predicted effect of using the 2013/14 budget and incorporating the calculated steady state percentage split between corrective and preventative maintenance.

Budget

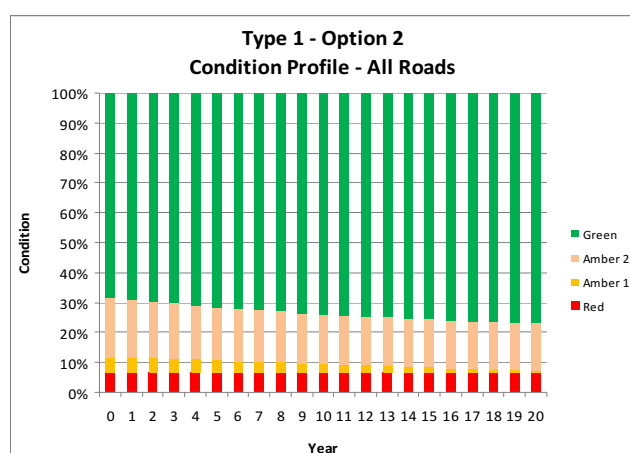
2.3 The second option is included to demonstrate that if the 2013/14 budget which includes the additional LGBI funding was utilised over a 20 year period using the calculated steady state percentages, which increases the percentage of the budget into preventative maintenance funding and reduces the percentage of the budget into corrective maintenance the

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carriageways would then reach steady state and the condition would then start to show an improvement.

HAMP Cost Category	Expenditure (£000's) (2013/14)	%
Routine - Reactive Repairs (emergency)	£0	0%
Routine - Reactive Repairs (non-emergency)	£1,612k	19%
Routine Cyclic Maintenance	£2,541k	29%
Planned Maintenance - Preventative	£2,659k	31%
Planned Maintenance - Corrective	£484k	5%
Inspections and survey (not covered under staff costs)	£40k	0.5%
Operating Costs (winter service)	£891k	10%
Improvements	390k	5%
TOTAL	£8,617k	
<i>Loss (3rd Party Claims associated with (c/ways)</i>	£18k	0.5%
TOTAL (including claims costs)	£8635k	

Predicted Condition



This shows an improvement of the carriageways over time resulting in the percentage of carriageway in need of maintenance (red + amber condition) decreasing from 32% to 23% in 20 years.

Predicted Impacts

Flintshire County Council 2013/14 Annual Status and Options Report.

Reactive Maintenance

Continuance of this budget is likely to reduce the level of reactive repairs over time.

3rd Party Claims

3rd party claims are expected to reduce.

Customer Satisfaction

Customer satisfaction is expected to improve with the improvement in the condition of the carriageways.

Future Costs

It is estimated that the cost of reactive maintenance will decrease annually.

Option Summary

The option of a continuance of current LGBI funding levels and to change the percentage of the budget split to the steady state percentages split is predicted to result in

- f. ↗ annual budget remaining the same is likely to reduce reactive repairs.
- g. ↗ improvement of measured condition
- h. ↘ a decrease in quantities of minor defects (pot holes and the like)
- i. ↘ potential for decrease in 3rd party claims
- j. ↗ Increase in customer satisfaction

Total cost (over 20 years) estimated at **£172.7m**. Annual cost £8,635k initially, remaining the same over time. (No allowance has been made for construction inflation currently running at approximately 5% per annum)

2.2.3. Option C3: The effect of the predicted reduced Planned Maintenance budget for 2015/16 using the Preventative Strategy.

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The enhanced funding over a three year period (LGBI) has now come to an end.

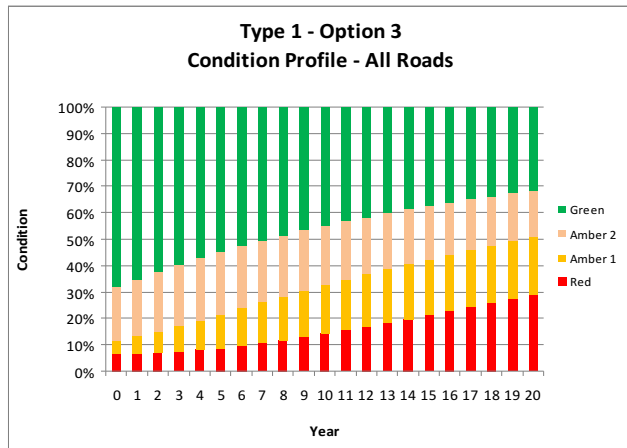
Budget

The third option comprises of investing the annual budget using the Preventative Strategy. (80% Preventative Maintenance and 20% Corrective Maintenance) The predicted reduced budget for 2015/16 has been used. The £520K shown as the Planned Maintenance budget is an estimated figure, as the 2015/16 budget has not been confirmed as yet.

HAMP Cost Category	Expenditure (£000's) (2015/16)	%
Routine - Reactive Repairs (emergency)	£0k	0
Routine - Reactive Repairs (non-emergency)	£1,612k	27%
Routine Cyclic Maintenance	£2,541k	42%
Planned Maintenance - Preventative	£416k	7%
Planned Maintenance - Corrective	£104k	2%
Inspections and survey (not covered under staff costs)	£40k	0.5%
Operating Costs (winter service)	£891k	15%
Improvements	£390k	6%
TOTAL	£5,994k	
<i>Loss (3rd Party Claims associated with (c/ways)</i>	£18k	0.5%
TOTAL (including claims costs)	£6,012k	

Predicted Condition

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This shows a continuation of deterioration over time resulting in the percentage of carriageway in need of maintenance (red + amber condition) increasing from the current 32% to 68% in 20 years. The annual budget has targeted preventive measures, but the budget is not enough to keep the amber bands in a steady state condition.

Predicted Impacts

Reactive Maintenance

Reactive repairs will increase substantially over time.

3rd Party Claims

3rd party claims are expected to rise.

Customer Satisfaction

Customer satisfaction is expected to decrease with the worsening condition of the carriageways.

Future Costs

It is estimated that the cost of reactive maintenance will increase annually over the 20 year period.

**Flintshire County Council 2013/14
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Option Summary

The annual budget needs to be increased to show the benefit of the preventative option.

The option of using preventative maintenance treatments with the limited budget is predicted to result in:

- a. ↗ annual budget requirement growing over time to accommodate increasing reactive repairs
- b. ↘ a reduction (deterioration) of measured condition
- c. ↗ an increase in the quantities of minor defects (pot holes and the like)
- d. ↗ 3rd party claims are expected to rise.
- e. ↘ customer satisfaction is expected to decrease with the worsening condition of the carriageway.

Total cost (over 20 years) estimated at £120.2m. Annual cost £6,012k initially, growing slightly over time to accommodate growing reactive repair needs. (No allowance has been made for construction inflation currently running at approximately 5% per annum)

2.2.4. Recommendation

It is recommended that Flintshire County Council adopt a preventative maintenance strategy in order to best utilise the limited monies available.

Option 3 shows the predicted 2015/16 budget using the Preventative Strategy which splits the Planned Maintenance as follows:-

Corrective Maintenance (20%)	-	£104,000
Preventative Maintenance (80%)	-	£416,000

Flintshire County Council 2013/14 Annual Status and Options Report.

This will be targeted at the amber bands of each road class in order to meet the 18% target, this could mean an increase in the use of surface dressing materials.

The treatment is quicker as well as less costly than resurfacing and thus will also result in less disruption to traffic whilst the works are being undertaken.

Footways

3.1 Status Report

Asset Group: Footways						
Statistics					Commentary	
The Asset	Footway Condition results (m ²)					
	Material Type	Condition 1	Condition 2	Condition 3	Condition 4	Total
	Bituminous	76526	888485	813811	74118	1852940
	PCC Slabs	1370	3626	2583	644	8223
	Stone	0	0	0	0	0
	Concrete	144	936	826	12	1918
	PCC Blocks	1986	6477	4842	5	13310
	Total	80026	899524	822062	74779	1876391
An Improvement Action is to consider utilising the WDM Asset Management System or the Mayrise database.						

**Flintshire County Council 2013/14
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Asset Group: Footways																				
	Statistics	Commentary																		
Customer Expectations	<p>The total number of complaints/reports relating to footways have decreased since 2011/12.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="6" style="background-color: #cccccc;">Footway Complaints and Reports by Telephone</th> </tr> <tr> <th style="background-color: #cccccc;">Topic</th> <th style="background-color: #cccccc;">2009/10</th> <th style="background-color: #cccccc;">2010/11</th> <th style="background-color: #cccccc;">2011/12</th> <th style="background-color: #cccccc;">2012/13</th> <th style="background-color: #cccccc;">2013/14</th> </tr> </thead> <tbody> <tr> <td>Footway complaints /reports</td> <td>238</td> <td>255</td> <td>276</td> <td>185</td> <td>165</td> </tr> </tbody> </table>	Footway Complaints and Reports by Telephone						Topic	2009/10	2010/11	2011/12	2012/13	2013/14	Footway complaints /reports	238	255	276	185	165	
	Footway Complaints and Reports by Telephone																			
Topic	2009/10	2010/11	2011/12	2012/13	2013/14															
Footway complaints /reports	238	255	276	185	165															
	<div style="text-align: center;"> <p>Footway Complaints and Reports by Telephone</p> <table border="1" style="margin-left: auto; margin-right: auto; font-size: small;"> <thead> <tr> <th></th> <th>2009/10</th> <th>2010/11</th> <th>2011/12</th> <th>2012/13</th> <th>2013/14</th> </tr> </thead> <tbody> <tr> <td>Footways</td> <td>238</td> <td>255</td> <td>276</td> <td>185</td> <td>165</td> </tr> </tbody> </table> </div>		2009/10	2010/11	2011/12	2012/13	2013/14	Footways	238	255	276	185	165							
	2009/10	2010/11	2011/12	2012/13	2013/14															
Footways	238	255	276	185	165															
Condition	<div style="text-align: center;"> <p>Footway Condition Results (2012/13)</p> </div>	<ul style="list-style-type: none"> • A footway inventory and condition survey has been undertaken by an external contractor for Flintshire County Council. • The results to the left are only for the 2012/13. They show that the majority of the footways within Flintshire County Council are bituminous material and there is only a small quantity of Condition 4 which requires treatment within. 																		

Flintshire County Council 2013/14 Annual Status and Options Report.

Asset Group: Footways				
	Statistics		Commentary	
Performance Indicators	Ref.	Description	2012/13 Result	Comments
	PI45 (11.1.01)	% of Cat 1 defects made safe within response times	100%	
	PI46 (11.2.01)	% of safety inspections completed on time	100%	
	PI47 (12.1.01)	% of footway length to be considered for maintenance treatment	4.26%	
	PI48 (12.1.02)	% of footway length treated	0.21%	
	PI49 (16.1.01)	Total footway maintenance expenditure by footway length	£74,653/km	
		Total cost per km of footway travelled for precautionary treatment	0	

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Asset Group: Footways																										
	Statistics	Commentary																								
Investment Historical	<p style="text-align: center;">Historical Costs (Footway) (2008/09 - 2012/13)</p> <table border="1"> <caption>Historical Costs (Footway) Data</caption> <thead> <tr> <th>Year</th> <th>Planned (£)</th> <th>Reactive (£)</th> <th>Cyclic (£)</th> </tr> </thead> <tbody> <tr> <td>2009/10</td> <td>225,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2010/11</td> <td>245,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2011/12</td> <td>175,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2012/13</td> <td>185,000</td> <td>0</td> <td>0</td> </tr> <tr> <td>2013/14</td> <td>295,000</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Year	Planned (£)	Reactive (£)	Cyclic (£)	2009/10	225,000	0	0	2010/11	245,000	0	0	2011/12	175,000	0	0	2012/13	185,000	0	0	2013/14	295,000	0	0	<ul style="list-style-type: none"> Planned maintenance information only. Planned works comprise of maintenance programmes which target renewing the asset The Planned Works budget has increased in 2013/14 due the LGFI funding. Reactive works are smaller scale defects which require repair to reduce safety issues. Cyclic works are activities which are scheduled on a prescribed time interval.
Year	Planned (£)	Reactive (£)	Cyclic (£)																							
2009/10	225,000	0	0																							
2010/11	245,000	0	0																							
2011/12	175,000	0	0																							
2012/13	185,000	0	0																							
2013/14	295,000	0	0																							

Flintshire County Council 2013/14 Annual Status and Options Report.

Asset Group: Footways			
	Statistics	Commentary	
Investment and Output (2013/14)	The % split of costs for reactive maintenance for carriageway/footway has been assumed as the current cost codes incorporate carriageway/footway within the same code.		
	Cost Category	£000' k	Output
	Planned Maintenance - preventative	£k	-
	Planned Maintenance - Corrective	£291 k	- footway works
	Routine Maintenance Cyclic	£682 k	- Cleansing/Sweeping
	Routine - Reactive Repairs (emergency)	£0k	
	Routine - Reactive Repairs (non-emergency)	£668 k	- Highways Reactive Maintenance – (£363k) - Highways General – (£227k) - Clean Teams – (£62k) - Highways Night Team – (£16k)
	Routine - Inspection & Survey	£k	Covered through staff costs
	Overhead *		
	Loss#	£24k	Third Party claims
	Improvements	£k	- Dropped Crossings
Operating Costs	£0k	- Included in Carriageway costs	
TOTAL = £1,665K			
Valuation	Gross Replacement Cost	£56,736,000	The information is obtained from the Asset Valuation 2013/14
	Depreciated Replacement Cost	£35,653,000	

Flintshire County Council 2013/14 Annual Status and Options Report.

Asset Group: Footways		
	Statistics	Commentary
Key Issues	<ul style="list-style-type: none"> • Higher car ownership and the resultant lack of available parking in residential areas causes increased occurrences of parking on footways. This significantly reduces the lifespan of the asset. • Increased fuel charges for Street Scene Services Vehicles. • Above inflation increases in the cost of construction materials. • Lack of forward works programme to cover three to five year. • Lack of detail within the Finance cost codes makes it difficult to breakdown the Reactive Maintenance spend. • Loss of LGBI funding after 2014/15 and predicted reducing budgets. 	
Current Strategies	<p>Flintshire County Council has undertaken a footway inventory and condition survey.</p> <p>Using the LGBI funding Flintshire County Council has undertaken a footway reconstruction programme in 2013/14 and also in 2014/15.</p> <p>Historically the strategy for footways has been to use preventative measures by carrying out an annual footway slurry seal programme which was determined from ad hoc observations and recommendations. Consideration will be given to renewing this strategy.</p> <p>Maximise budget by producing a scheduled tender for planned works.</p>	
Current Status	<p>As at 31 March 2014</p> <ul style="list-style-type: none"> - ↗ continuance of annual budget - ↘ reduction (deterioration) of measured condition - ↘ increasing quantities of minor defects (pot holes and the like) - ↘ decrease in 3rd party claims 	

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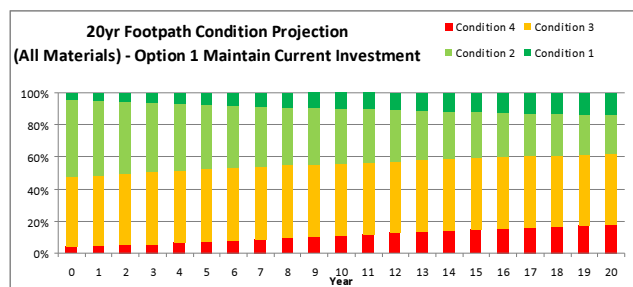
Footways Options 1: Maintain Current Investment

Budget

The first option comprises a continuance of current funding levels (which includes LGFI funding) as shown below:

HAMP Cost Category	Anticipated Budget (£000's)	%
Routine - Reactive Repairs (emergency)	£0	0%
Routine - Reactive Repairs (non-emergency)	£668k	40%
Routine Cyclic Maintenance	£682k	41%
Planned Maintenance - Preventative	£0	0%
Planned Maintenance - Corrective	£291k	18%
Inspections and survey	£0	0%
Operating Costs	£0	0%
TOTAL	£1,641k	0%
<i>Loss (3rd Party Claims associated with footways)#</i>	£24k	1%
TOTAL (including claims costs)	£1,665K	

Predicted Condition



This shows the level of condition deteriorating with three and four footway increasing from the current 48% to 62% in 20 years.

Impacts

Flintshire County Council 2013/14 Annual Status and Options Report.

Reactive Maintenance

Continuance of this budget is likely to increase the level of reactive repairs substantially over time.

3rd Party Claims

3rd party claims are expected to rise. A proportion of the pay out is funded from Operational budgets.

Customer Satisfaction

Customer satisfaction is expected to decrease with the worsening condition of the footways.

Future Costs

It is estimated that the cost of reactive maintenance will increase annually over the 20 year period.

Summary

The option of continuing current levels of investment is predicted to result in:

- ↗ annual budget requirement growing over time to accommodate increasing reactive repairs.
- ↘ reduction (deterioration) of measured condition
- ↗ increase in quantities of minor defects (pot holes and the like)
- ↗ increase in 3rd party claims

Total cost (over 20 years) estimated at **£33.3m**. Annual cost £1,665k initially, growing over time to accommodate growing reactive repair needs. (No allowance has been made for construction inflation currently running at approximately 5% per annum)

Flintshire County Council 2013/14 Annual Status and Options Report.

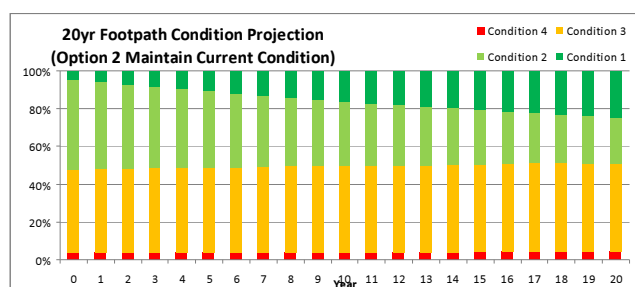
3.1 Footways Options F2: Maintain Current Condition – steady state

Budget

The second option comprises a continuance of current condition levels as shown below:

HAMP Cost Category	Anticipated Budget	%
Routine - Reactive Repairs (emergency)	£0k	0%
Routine - Reactive Repairs (non-emergency)	£668k	39%
Routine Cyclic Maintenance	£682k	40%
Planned Maintenance - Preventative	£238k	14%
Planned Maintenance - Corrective	£86k	5%
Inspections and survey (covered under staff costs)	£0k	0%
Operating Costs	£0k	0%
TOTAL	£1,674k	0%
<i>Loss (3rd Party Claims associated with footways)#</i>	£24k	2%
TOTAL (including claims costs)	£1,698k	

Predicted Condition



This shows the condition of the Footways remaining the same over time.

Flintshire County Council 2013/14 Annual Status and Options Report.

Impacts

Reactive Maintenance

Continuance of the condition is likely to mean the level of reactive repairs remains similar over time.

3rd Party Claims

3rd party claims are expected to remain the same

Customer Satisfaction

Customer satisfaction is expected to reduce due to the longer time taken to undertake repairs.

Future Costs

The future costs are likely to remain the same as there is no deterioration of the network.

Option Summary

The option of a continuance of current condition levels is predicted to result in:

- a. annual budget remaining the same over time
- b. continuance of measured condition
- c. no increase in quantities of minor defects (pot holes and the like)
- d. no change in 3rd party claims

Total cost (over 20 years) estimated at **£33.9m**. Annual cost £1,698k initially, remaining the same over time. (No allowance has been made for construction inflation currently running at approximately 5% per annum)

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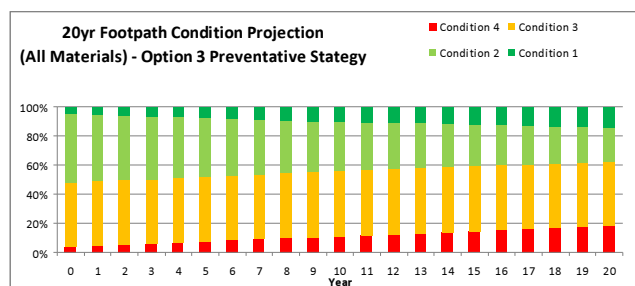
Footways Option 3: Utilise the predicted reduced 2015/16 Budget Using Preventative Strategy

Budget

The third option comprises investing the predicted reduced budget using a preventative treatments regime. The £150K shown as the preventative budget is an estimated figure, as the 2015/16 has not been confirmed as yet.

HAMP Cost Category	Anticipated Budget (£000's)	%
Routine - Reactive Repairs (emergency)	£0	0%
Routine - Reactive Repairs (non-emergency)	£668k	44%
Routine Cyclic Maintenance	£682k	45%
Planned Maintenance - Preventative	£150k	9%
Planned Maintenance - Corrective	£0k	0%
Inspections and survey	£0	0%
Operating Costs	£0	0%
TOTAL	£1,500k	0%
<i>Loss (3rd Party Claims associated with footways)#</i>	£24k	2%
TOTAL (including claims costs)	£1,524K	

Predicted Condition



This shows the level of condition deteriorating with Conditions three and four of footway increasing from the current 48% to 62% in 20 years.

Flintshire County Council 2013/14 Annual Status and Options Report.

Impacts

Reactive Maintenance

Continuance of this budget is likely to increase the level of reactive repairs substantially over time.

3rd Party Claims

3rd party claims are expected to rise. A proportion of the pay out is funded from Operational budgets.

Customer Satisfaction

Customer satisfaction is expected to decrease with the worsening condition of the footways.

Future Costs

It is estimated that the cost of reactive maintenance will slightly increase annually over the 20 year period.

Summary

The option of continuing current levels of investment is predicted to result in:

- ↗ annual budget requirement growing over time to accommodate increasing reactive repairs.
- ↘ reduction (deterioration) of measured condition
- ↗ increase in quantities of minor defects (pot holes and the like)
- ↗ increase in 3rd party claims

Total cost (over 20 years) estimated at **£30.4m**. Annual cost £1,524k initially, growing over time to accommodate growing reactive repair needs. (No allowance has been made for construction inflation currently running at approximately 5% per annum)

Recommendation

**Flintshire County Council 2013/14
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It is recommended that Flintshire County Council adopt a preventative maintenance strategy in order to best utilise the limited monies available.

Flintshire County Council has undertaken footway reconstruction works using the LGBI funding which will clear a backlog of footways which are in a poor condition. This will then allow a return of preventative treatments – footway slurry seal which is quicker and less costly than reconstruction/resurfacing and thus will also result in less disruption to pedestrian traffic whilst the works are being undertaken.

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (PLANNING AND ENVIRONMENT)**

SUBJECT: **DEVELOPER GUIDANCE NOTE: SPECULATIVE HOUSING DEVELOPMENT PROPOSALS**

1.00 PURPOSE OF REPORT

1.01 To seek Cabinet approval for planning guidance to be issued to developers in the event that they are proposing to submit speculative applications for housing development due to a lack of a 5 year housing land supply.

2.00 BACKGROUND

2.01 Members will be aware that according to the method for calculating housing land supply set out in Welsh Government Technical Advice Note 1 Joint Housing Land Availability Studies, Flintshire does not have a 5 year land supply. This, the recent revisions to TAN1 made by the Welsh Government, and the implications for Flintshire were the subject of a report to the Planning Strategy Group in February of this year, followed up by a Member/officer training session.

2.02 As Members know, one of the main consequences from the previous consideration of this issue is the pressure for speculative housing development that Flintshire is facing, and will continue to face until it adopts a Local Development Plan, and/or can demonstrate a 5 year housing land supply.

2.03 The guidance note has been produced in order to ensure that if developers are considering the submission of applications because of the land supply position, then they must fully justify their case that their proposal warrants making an exception to the UDP, and represents a sustainable form of development.

3.00 CONSIDERATIONS

3.01 The content of the guidance note is hopefully self-explanatory and is specifically designed to ensure that developers provide full information to justify their proposals in order that the Council can give their applications appropriate consideration, given that they are essentially exceptions to the development plan.

- 3.02 It is not considered that the requirements are particularly onerous in that they are essentially part of what is required now from both Planning Policy Wales and the UDP. However in the context that these are speculative applications submitted on the basis of a lack of housing land supply, it is important that the applicant provides a fully designed and justified proposal up front in order that the Planning Authority can fully consider the proposal. This includes information to show that the proposal is both sustainable, is viable (and will not lead to later challenges to delivering Council obligations once permission is granted), and is deliverable (in the sense that the proposal is designed to meet an 'urgent' need for housing).
- 3.03 The requirements are also in line with the critical paragraph within TAN1, paragraph 6.2, which states that "*The housing land supply figure should also be treated as a material consideration in determining planning applications for housing. Where the current study shows a land supply below the 5-year requirement or where the local planning authority has been unable to undertake a study the need to increase supply should be given considerable weight when dealing with planning applications **provided that the development would otherwise comply with development plan and national planning policies***". (My emphasis in bold)
- 3.04 In order for the Planning Authority to assess whether a speculative application "otherwise complies with the development plan and national planning policies", full information is therefore required to support the application as otherwise either the submission of an outline application and/or failure to provide the information requested in the guidance note will make it very difficult for the LPA to properly assess the merits of the application, which may therefore lead to a reason for refusal.
- 3.05 Once issued the guidance note can potentially be applied to existing applications not yet determined with the authority as well as providing guidance for those yet to be submitted.

4.00 RECOMMENDATIONS

- 4.01 That Members approve the content of the Developer Guidance Note attached in appendix 1 for use in supporting the Development Management process in dealing with applications for speculative development, made on the basis of a sub 5 year land supply.
- 4.02 That delegated authority is given to the Chief Officer Planning and Environment to make any necessary changes to allow the guidance note to be finalised for publication.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 Appendix 1 Developer Guidance Note: Speculative Housing
Development Proposals

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

Contact Officer: Mr Andrew Farrow
Telephone: 01352 703201
Email: Andrew.farrow@flintshire.gov.uk

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**Flintshire County Council
PLANNING STRATEGY
DEVELOPER GUIDANCE NOTE**

May 2015

SUBJECT: Speculative Housing Development Proposals

Context

This guidance note provides guidance on the Council's requirements for supporting evidence and justification to be submitted, in the event that developers are considering the submission of speculative planning applications for housing development, on the basis of the Council's present housing land supply position. This does not mean that applications are necessarily invited.

Status of this Note

This note has been considered and endorsed by the Council's Planning Strategy Group as well as approved by the Cabinet at its meeting on 16th June 2015. It therefore takes immediate effect and applies to any speculative applications currently with the Council as well as future ones yet to be submitted.

Speculative Housing Development Proposals

According to the method of calculating housing land supply prescribed by the Welsh Government in Technical Advice Note 1 Joint Housing Land Availability Studies (TAN1), Flintshire does not currently have a five year supply of housing land. In accordance with paragraph 9.2.3 of PPW "*Local planning authorities must ensure that sufficient land is genuinely available or will become available to provide a 5-year supply of land for housing judged against the general objectives and the scale and location of development provided for in the development plan*".

TAN1 sets out how an authority must act when it does not have a 5 year land supply: "*The housing land supply figure should also be treated as a material consideration in determining planning applications for housing. Where the current study shows a land supply below the 5-year requirement or where the local planning authority has been unable to undertake a study (see 8.2 below), the need to increase supply should be given considerable weight when dealing with planning applications provided that the development would otherwise comply with development plan and national planning policies*". (Paragraph 6.2).

For the purposes of both paragraphs 9.2.3 of PPW and 6.2 of TAN1, reference to "the development plan" means the adopted Flintshire Unitary Development Plan.

In the event that a developer is considering submitting a planning application for housing development, justified on the basis of a shortfall in housing land supply, the Council will expect to see comprehensive evidence to justify such an application, in relation to:

1. The need for the development proposed

This should be set out in the context of the area local to the site, as well as Flintshire as a whole. Regard should be had to the nature and function of the settlement within which the proposal is made, its role as part of the UDP spatial strategy, and how the identification of the site fits in with the requirement for a search sequence as referenced in paragraph 9.2.8 of PPW. This is to ensure that developers are following the same principles in terms of identifying sustainable sites as the Local Planning Authority are required to do, in the preparation of the LDP which is currently underway. This is also to ensure that any spatial strategy under development by the Council is not compromised by unjustified speculative applications for housing development.

2. Full Application

The Council would prefer the submission of a full application to allow the Council to properly assess the proposal in terms of the need to be met, the housing to be provided, and the deliverability of the scheme. Outline applications are not considered appropriate or acceptable to consider proposals for speculative development on the basis of a lack of housing land supply, as without full information it may prove difficult for the Council to be satisfied that the proposal represents a sustainable and deliverable form of development.

3. Sustainability Appraisal

A Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) is required to demonstrate why and how the site represents a sustainable form of development in relation to both the local and national policy context, the principles and objectives of which are set out in paragraphs 4.3.1 and 4.4.3 respectively of PPW.

4. Viability Assessment

A viability assessment is required in order to demonstrate that site can be developed on the basis of accommodating all of the Council's policy requirements (e.g. POS, affordable housing, education, highways etc.), as well as providing all other necessary infrastructure required. This is to assist in assessing the sustainability and deliverability of the proposal.

5. Housing Delivery Statement

The Council requires the submission of this essential evidence by the developer in order to demonstrate how the development can deliver housing to help to reduce whatever is considered to be the identified shortfall in housing supply, within 5 years from the application date. This should clearly identify a timeline for the development including the expected start date, the annual completion rate, as well as the expected

completion date for the whole development. This should also clearly identify which developer(s) will be building the homes. This requirement is also to ensure compliance with advice in paragraph 9.2.3 of PPW: *“This means that sites must be free, or readily freed, from planning, physical and ownership constraints, and economically feasible for development, so as to create and support sustainable communities where people want to live”.*

Advisory Notes

- A failure or unwillingness to provide any/all of these essential requirements will leave the Council unable to adequately assess the sustainability of the proposed development.
- This is because speculative developments that do not otherwise comply with policy must clearly demonstrate their full sustainable development credentials.
- This is also why outline applications are not considered suitable or appropriate to make such exceptions cases.
- This is also relevant in terms of the LDP candidate sites that are now publicly available, as any speculative sites that come forward must be capable of demonstrating why they are better/more sustainable than other option sites yet to be considered by the Council as part of progressing the LDP.
- Whilst all sites are considered on their merits, speculative development sites must also clearly show that they do not compromise the ability of the Council to develop a sustainable strategy for the LDP.
- Any consent recommended will be time limited to commencement within two years.
- Any applications for renewal of such consents will need to be fully justified as the basis on which they were originally permitted i.e. as an exception based on an urgent need, should result in commencement first time around. Such application for renewal will be given careful consideration and will not automatically be renewed.

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (PLANNING AND ENVIRONMENT)**

SUBJECT: **REQUEST FOR DELEGATED AUTHORITY UNDER PART 1 OF THE HOUSING (WALES) ACT 2014**

1.00 PURPOSE OF REPORT

1.01 For Members to agree the delegation of additional powers to the Chief Officer Planning and the Environment under Part 1 of the Housing (Wales) Act 2014.

2.00 BACKGROUND

2.01 The Housing (Wales) Bill (the Bill) was introduced to the National Assembly for Wales on 18 November 2013, taking forward proposals set out in the White Paper 'Better Lives and Communities' published for consultation in May 2012. On 8 July 2014, the National Assembly for Wales passed the Bill. The Bill received Royal Assent on 17 September 2014 and formally became the Housing (Wales) Act 2014.

2.02 Part 1 of the Act places a new duty on private rented sector landlords and managing/letting agents to register and to be come licensed in respect of any property that is let in Wales. Final details of the administration of the scheme are still in development but a national register and single licensing authority is being proposed with Local Authorities taking an enforcement role against a non-compliant landlord or agent. This enforcement role may include the issuing of fixed penalty notices. This part of the Act is expected to come into force during the Autumn of 2015.

3.00 CONSIDERATIONS

3.01 The main elements of the Act include regulation of the private rented sector; reform of homelessness law; including placing a stronger duty on local authorities to prevent homelessness; a duty on local authorities to provide sites for Gypsies and Travellers where a need has been identified; introduction of standards for local authorities on rents, service charges and quality of accommodation and reform of the Housing Revenue Account Subsidy system.

3.02 This report seeks delegated powers for implementation of Part 1 of the Housing (Wales) Act 2014 only. Part 1 of the Act places a new

duty on landlords and managing/letting agents to register and to become licensed. To become licensed, landlord and agents will need to satisfy both a fit and proper person test and specified training requirements.

- 3.03 This report seeks to secure delegated authority to implement the new powers and subsequent regulations under Part 1 for the Chief Officer Planning and the Environment, including setting fees and charges in conjunction with the Cabinet Member.

4.00 RECOMMENDATIONS

- 4.01 That Members agree that the powers under Part 1 of the Housing (Wales) Act 2014 be delegated to the Chief Officer (Planning and Environment) in conjunction with the Cabinet Member.

- 4.02 That delegated authority be automatically delegated to the Chief Officer Planning and the Environment in respect of any subsequent Regulations made under Part 1 Housing (Wales) Act 2014.

- 4.03 That delegated authority to set fees and charges for Part 1 regulation and enforcement be provided to the Chief Officer Planning and the Environment.

- 4.04 That the Chief Officer Planning and the Environment be authorised to delegate the powers to other appropriately trained and competent Officers within the Council by providing them with relevant Authorisations.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None.

6.00 ANTI POVERTY IMPACT

- 6.01 The Act and proposed regulation and enforcement of Part 1 will improve housing / living standards for all residents of Flintshire and will ensure a fair and consistent approach to the duties enacted.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None.

8.00 EQUALITIES IMPACT

- 8.01 The Act and proposed regulation and enforcement of Part 1 will improve housing / living standards for all residents of Flintshire and will ensure a fair and consistent approach to the duties enacted

9.00 PERSONNEL IMPLICATIONS

9.01 Workload to be accommodated within existing staff complement. Welsh Government have issued indicative figures for Local Authority areas of a grant which will be given for the implementation of Part 1 duties.

10.00 CONSULTATION REQUIRED

10.01 Early engagement with Private Rented Sector Landlords and Agents will be undertaken to engage them in the Licensing regime.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 None.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF OFFICER (PLANNING AND ENVIRONMENT)**

SUBJECT: **GWAENYSGOR CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN**

1.00 PURPOSE OF REPORT

1.01 To seek Cabinet approval of the Gwaenysgor Conservation Area Appraisal and Management Plan attached to this report as appendix 1.

2.00 BACKGROUND

2.01 Conservation areas are areas of special architectural or historic interest. The local planning authority has a statutory duty to designate them and to preserve and enhance their special character or appearance. Permission may be needed before undertaking works to any property within a conservation area.

2.02 A number of features may make up the character of a conservation area, such as the predominant use of certain building materials, architectural styles and features, a particular road layout or development pattern. Archaeology, the local topography, trees, landscaping, the wider landscape, views and vistas are also important.

2.03 There are currently 32 conservation areas in Flintshire:

- Centres of historic market towns (3): Flint, Holywell, and Mold.
- Parts of villages (18): Cadole, Caergwrle, Caerwys, Cilcain, Ffynnongroyw, Gorsedd, Gwaenysgor, Gwespyr, Halkyn, Hawarden, Llanasa, Nannerch (2), Nercwys, Northop, Trelawnyd, Whitford, and Ysceifiog.
- Smaller designations (11): Gladlys, Glan yr Afon, Kinsale Hall, Leeswood Hall, Lygan y Wern, Oakenholt Hall, Pantasaph, Plas Bellin, Plas Onn, Talacre Abbey, and The Wern.

2.04 The planning authority is required by law to give special attention to the desirability of preserving or enhancing the character or appearance of each conservation area under its jurisdiction. It is a duty of that authority to formulate and publish guidance as to what that character is and to make recommendations on how it can be

preserved or enhanced. The guidance attached to this report for Gwaenysgor begins a process to update the appraisals of all of Flintshire's conservation areas to align them with policies to protect their special character in the adopted UDP. This guidance was drawn up with the help and assistance of the local village community, the Community Council, and the Local Member. It is intended to assist in:

- Formulating and assessing development proposals;
- Protecting important heritage assets such as historic buildings and walls;
- Promoting beneficial change to enhance the special character.

2.05 The law requires that local planning authorities pay special attention in the exercise of planning functions to the desirability of preserving or enhancing the character or appearance of a conservation area. This means that they must take account of this in the adoption of planning and other Council policies, development control decisions, enforcement, controls relating to trees, advertisements, properties in need of maintenance and in exercising their highway powers. The Act also places a continuing duty on the Council to consider whether they should designate new conservation areas or extend existing ones.

2.06 Gwaenysgor is one of eight villages with conservation areas that had been previously selected for initial appraisal and public engagement work. These conservation areas were selected as they were all within the Area of Outstanding Natural Beauty (AONB) providing an additional context to ensure that the special character of these villages was assessed and maintained. Due to its compact size, the fact that Gwaenysgor has one of the earliest designated conservation areas, and the fact that public expectation had previously been raised as part of earlier community consultation, Gwaenysgor was selected as the first to bring forward a management plan for, with others to follow on in future.

3.00 CONSIDERATIONS

3.01 Gwaenysgor conservation area was designated in 1970 and includes most of the village centre but omits the newer developments to the North and east as well as some historic buildings and spaces. Within conservation areas there is substantial control over the demolition of houses and on the removal of features such as chimneys. Proposals for removal of trees within conservation areas must also be submitted to the planning authority.

3.02 The appraisal is supported by a management plan whose purpose is to identify actions and policies that can protect and in some cases strengthen the special local character of the village and protect it for many years to come. Members will have noted that not only has the appraisal looked at the status of the buildings within the existing conservation area, but it has also identified changes by way of

extensions to the boundary first drawn up in 1970.

3.03 The appraisal undertaken used a set of defined reference points to assess the positive character of the conservation area, and the degree to which this had either remained since designation, or had been eroded. The positive character is the sum of the following features:

- The quality of the spaces shaped by the traditional road and building pattern;
- The relationship of the traditional buildings clustering around these routes;
- The predominant building style and materials;
- Long views into and out of this elevated village;
- The rural character of the traditional street scene.

3.04 As part of the appraisal and particularly with the involvement of the village and Community Council and Local Member, a number of negative factors were identified. Those aspects which were found to detract from the special character are:

- The ubiquitous styles, form and detailing of newer buildings, even where traditional materials are used;
- The introduction of modern window frames, doors and finishes on heritage buildings;
- The impact of increased vehicular use and introduction of signs and road markings;
- The loss of some views towards or over the village which have been obscured by overgrown hedges;
- The oddly low key presence of the church despite it being the former focal point of village life;
- The management of part of the churchyard as a nature reserve is considered by some to be unsightly and disrespectful of its role as a burial ground;
- The loss of open space and a possible archaeological site to new development.

3.05 The survey carried out for this appraisal has identified serious erosion of the character of the area resulting from development which is normally permitted without the need for planning permission. Given this, it is considered important to exercise control over the future replacement of features such as windows and doors in order to reinstate the lost architectural character. To achieve this control, officers consider that an Article 4 Direction should be introduced through the planning process to put tighter restrictions on the usual householder permitted development rights in order to control such small-scale changes. During the public consultation period some residents expressed concern at the high cost of installing replacement timber windows compared with that of plastic framed windows.

- 3.06 However, an Article 4 Direction will usually only affect the parts of a property that front onto a highway - such as restricting the replacement of windows, doors and controlling roof extensions, which is not considered to be particularly onerous given the overriding principle of maintaining and enhancing the quality environment of the conservation area.
- 3.07 Members are therefore requested to endorse the principle of making an Article 4 direction for the Gwaenysgor Conservation Area which will then need to be the subject of a separate report to the Cabinet. It is proposed to introduce restrictions to householder rights covering changes such as the replacement or alteration of windows and doors on the principal elevation facing a road, and the removal or alteration of parts of boundary walls facing the highway.
- 3.08 Where permitted development rights are removed by an Article 4 Direction, planning permission will be required for the work. That means the local planning authority will be able to make sure that alterations are made in a way that is in keeping with the character of the conservation area. The planning authority will require genuine vertical sliding sash and case windows which are traditionally proportioned where the Article 4 applies. However, in recognition of some residents concerns about the relatively high cost of timber windows, the Article 4 will be restricted to the principal elevation of each building only rather than all road facing sides. This elevation is normally the one containing the front door. There is no fee for the planning application if the work would ordinarily have been permitted development.
- 3.09 This Conservation Area Appraisal and Management Plan represents the first of a planned programme of work to review and assess all of Flintshire's 32 designated areas. This may lead for example to further requests to make Article 4 Directions in order to prevent the erosion of special character in an area, but equally it may also lead to recommendations to de-designate certain conservation areas where the character has been eroded to such an extent that the designation is no longer appropriate or relevant.

4.00 RECOMMENDATIONS

- 4.01 That Members endorse the Gwaenysgor Conservation Area Appraisal and Management Plan contained in appendix 1 to this report.
- 4.02 That Members endorse the principle of making an Article 4 Direction as set out in paragraphs 3.05-3.07 of this report.
- 4.03 That delegated authority is given to the Chief Officer Planning and Environment to make necessary changes to allow the report to be finalised for publication.

5.00 FINANCIAL IMPLICATIONS

5.01 None.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 The meeting of the Planning Strategy Group held on 6th November 2014 and the final draft has subsequently been distributed to the community, Community Council and Local Member.

11.00 CONSULTATION UNDERTAKEN

11.01 Several engagement sessions with the community including a 'walk around' site visit with community representatives and a public meeting in the village hall.

12.00 APPENDICES

12.01 Gwaenysgor Conservation Area Appraisal and Management Plan

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

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Gwaenysgor Conservation Area Appraisal and Management Plan



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Part 1: Conservation area Appraisal

1 Introduction

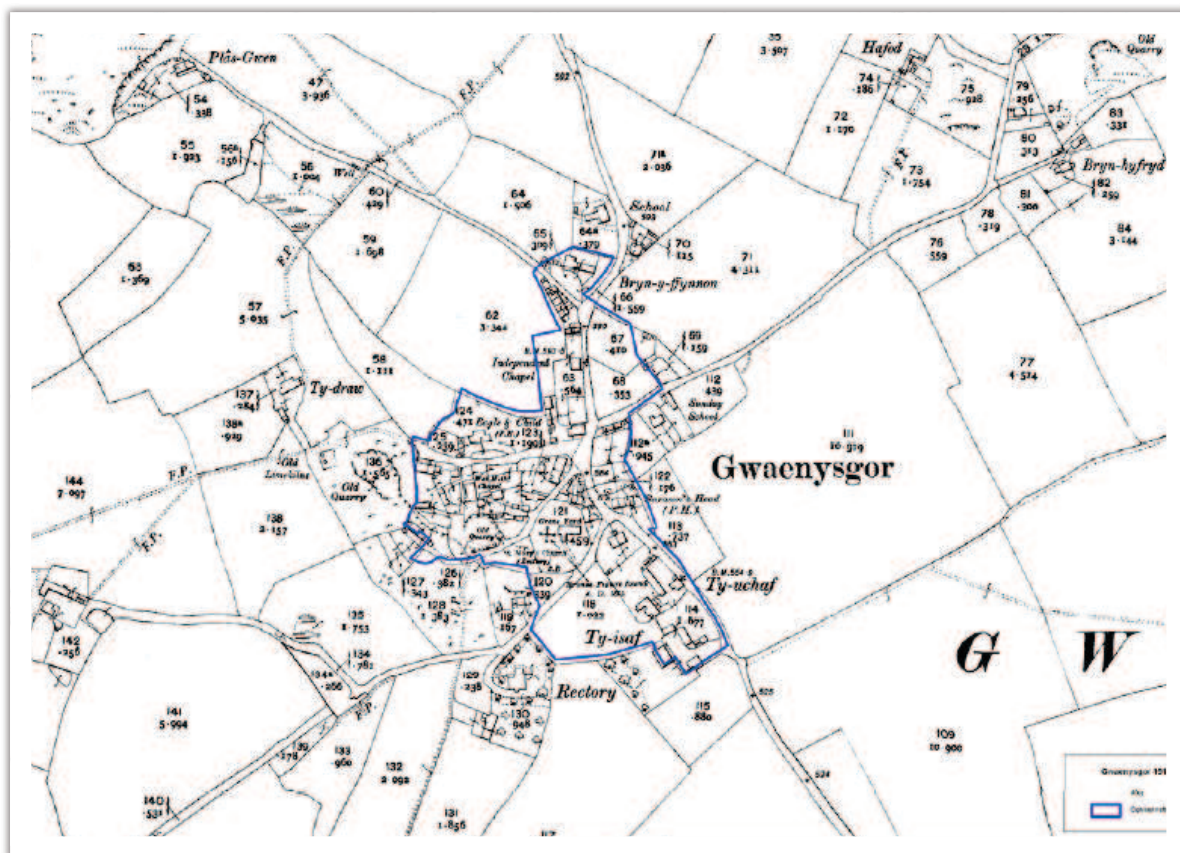
- 1.1 The planning authority is required by law to give special attention to the desirability of preserving or enhancing the character or appearance of each conservation area under its jurisdiction. It is a duty of that authority to formulate and publish guidance as to what that character is and to make recommendations on how it can be preserved or enhanced (1). This guidance was drawn up with the help and assistance of the local village community. It is intended to assist in:
- Formulating and assessing development proposals
 - Protecting important heritage assets such as historic buildings and walls
 - Promoting beneficial change to enhance the special character.
- 1.2 Gwaenysgor conservation area was designated in 1970 and includes most of the village centre but omits the newer developments to the north and east as well as some historic buildings and spaces. Within conservation areas there is substantial control over the demolition of houses and on the removal of features such as chimneys. (2) Proposals for removal of trees must be submitted to the planning authority.
- 1.3 The law requires that local planning authorities pay special attention in the exercise of planning functions to the desirability of preserving or enhancing the character or appearance of a conservation area. This means that they must take account of this in the adoption of planning and council policies, development management decisions, enforcement, controls relating to trees, advertisements, properties in need of maintenance and in exercising their highway powers. The Act also places a continuing duty on the local authority to consider whether they should designate new conservation areas or extend existing ones.
- 1.4 The appraisal is supported by a management plan whose purpose is to identify actions and policies that can protect and in some cases strengthen the special local character of the village and protect it for many years to come.



» **The rear elevation of Gwaenysgor National School (now the Village Hall) C1915 (courtesy of Flintshire Record Office)**

2. Description of the Conservation Area

2.1 Origins and development



» 1912 OS map showing original conservation area boundary

2.1.1 Gwaenysgor Conservation Area provides an example of a traditional upland settlement which served as a local centre for the surrounding farming community and has predominantly retained its traditional rural character and scale. The village is located on a high ridge spur within half a mile of the steep scarp down to the coastal plain at Prestatyn on gradually sloping land that falls gently to the south east. It is the focus for many lanes and paths that fan out to nearby farms and hamlets. The main vehicular access runs roughly north to south through the village, connecting Prestatyn with Trelawnyd.

2.1.2 Little is known of the early history and development of Gwaenysgor. The name suggests some form of early defensive area, if it is indeed a combination of gwaun (meadow) and ysgor (rampart), and it would be well located if it were, with its views over the surrounding countryside. The area known as the 'Bowling green'; a raised and level plateau 400 metres to the west of the village, is confirmed as having been the site of a significant Neolithic settlement. The Domesday Book noted that a derelict church was located at 'Wenescol' in 1086, when four householders are also recorded. The name 'Gwenscor' was first used in 1284.

The Church provided a basis for the historic development of Gwaenysgor and the consequent village structure has been focussed around the meeting point of seven paths which join close to the central crossroads. The presence of a still more or less circular churchyard and an old (preaching) cross suggest that the Llan coincided with the establishment of Christianity in the village. The present church, dedicated to St Mary Magdalene, contains some Norman fabric but is mainly a structure of the late medieval period. It is situated near the junction of the Prestatyn and Gronant lanes. The church has the oldest surviving registers in Wales.

- 2.1.3** There are a few buildings of great age in the village. St Mary's Church is a single chambered medieval structure with traces of Norman fabric. It has a 13th Century sepulchral slab and Perpendicular windows, and was probably extended in the 15th century. There are several older houses. Ty Isaf has a date-stone of 1651 in an arched doorway, though there have been significant later alterations. Ty Uchaf nearby is of seventeenth century date. Both are situated down slope from the church, to the south-east. Bryn y Ffynnon, situated in the crook of the Prestastyn road and Ffordd Ffynnon (Well Road) to the north of the church, has a date-stone of 1680.
- 2.1.4** In the 18th century the area around the village developed into a lead mining centre and some of the converging tracks and footpaths became established as lanes. By the end of the century there were 30 or more dwellings, an inn, a church, two chapels and a school. Quarries on the edge of the settlement were the source of stone for building and one site remains as an open space to the south of the Chapel Reheboth. There were two lime kilns in the field near Ty Draw.
- 2.1.5** In previous centuries, the men of the village who were mainly agricultural workers and later miners would have left the village on foot for the nearby fields and quarries, leaving Y Marian largely as the preserve of women and children during the day time. It would have been a busy space, with two village shops and one of the pubs. There was a bread oven, a pigsty and a stray animal pound on what is now the village green, as well as a midden.
- 2.1.6** The area defined by the church and the pub and by falling ground to the west forms an unusual and attractive unplanned settlement in which dwellings, chapels and other buildings have been erected in a compact and defined area but with little apparent thought for any regularity or order. It seems to be an organic development of the nineteenth century and may represent a miners' squatter settlement on a piece of common land from when the lead mines at Meliden and Dyserth were revived. This area includes the (functioning) Methodist Capel Rehobeth, built in 1896, a good example of a small Victorian Welsh chapel. There is evidence that there were small-scale diggings actually within this area in the nineteenth century, probably for building stone and other building materials. The house-name Tyn Rodyn (ty'n yr olyn, house in the kiln), suggests that there was a limekiln here also. The village pub, the Eagle and Child, a substantial building of early nineteenth century construction, to judge from the distinctive heavy and large Arfon slates on the roof, is situated west of Y Marian.

2.1.7 It is likely that other buildings in the earlier years were scattered between these sites and around the church. The oldest were sited about the main crossroads with the buildings sited directly onto the roadside.



» Air photo of Gwaenysgor showing original conservation area boundary

2.1.8 Twentieth century developments include the village hall built in 1908 on the main Prestatyn Road at the northern end of the village. This is an attractive arts and crafts inspired building as a replacement non denominational school. In 1927 a triangular-plan development of early council houses was built on the opposite site of the main road. It is understood that the occupants of the terrace of three cottages on what is now the Village Green moved into this development, leaving the cottages derelict and empty until their demolition in the 1950's. Other developments included a row of bungalows on Ffordd Fynnon. Improvements in essential services particularly a piped water supply in the 1960's combined with the close proximity of the coast and Prestatyn by car, resulted in increased demand for housing in the second half of the 20th Century. Significant residential infill has occurred between the traditional dwellings including a cluster of four bungalows on the main road immediately north of Y Marian.

2.1.9 In summary, the historical development of the village can be summarised as follows:

- The church was located at a natural meeting point of rural paths;
- Early farms were located at a short distance from the church;
- The oldest buildings are clustered on the roadside around the crossroads and church;
- A few significant community buildings were later located on the approaching lanes, including the Rectory, the school and a Chapel;
- There followed a gradual infill of sites within the village from the late 19th century which continued with the increased demand for social housing and later commuter homes throughout the 20th century.

- In the early twentieth century a small group of houses was demolished at the centre of the village to create the space now known as the village Green

2.2 Historic Building Typology



» St Mary Magdalene
Parish Church

2.2.1 The pre-20th century buildings within the Conservation Area display a homogeneity of building materials and simple form which, with the informal village structure and tight knit clustering of dwellings, creates much of the character and attraction of the settlement

2.2.2 The village is located in a limestone area and local supplies of this material have been used for most traditional buildings and walls. Although some of the more centrally located houses remain as fine examples of dressed stone, the majority of traditional stone built dwellings throughout the village are rendered in traditional lime based render and painted white or lime-washed.

2.2.3 The 18th century and older buildings are generally long, narrow and low in form and have a relatively small area of glazing and long sections of solid rubble stone walling punctuated with small windows. This true vernacular style reflects the need to build in a simple way using easily available local materials such as short spans of timber for the rafters and trusses, and using a minimum of imported materials such as glazing. Canol y Marion on the eastern side of Y Marian, is typical of older country dwellings in exposed locations, being low with one long elevation having few and small windows.



» Ty Isaf the listed mid C17th farmhouse at the southern end of the village

2.2.4 The late 18th and the 19th century buildings have adopted styles found more commonly throughout the rest of the country and have dressed stone walls and larger and more elegant windows arranged symmetrically around a prominent entrance. These houses are generally taller and deeper in plan and display a vertical orientation in the shape and arrangement of windows. This typology is found in the chapel and most of the houses around Y Marian as well as the rectory.



» **Siop Ucha an example of a C19th building**

2.2.5 The following buildings within the conservation area are listed, and so are recognised as being of national significance as fine examples of Welsh historic building character:

- The Church of St. Mary. Grade 2. A medieval structure extended in the 15th century.
- The sundial in the churchyard of the Church of St Mary. Grade 2
- Ty-isaf farmhouse. Grade 2. 1651.
- K6 type telephone call box in the design of Giles Gilbert Scott outside Siop Ucha. Grade 2.

2.2.6 Most of the modern infill houses within the conservation area use both the local stone and white painted render and are mainly sited in a random manner to respect the informal close knit pattern of the village, but the building forms and fenestration are usually out of keeping with the traditional dwellings. The new bungalow development to the north east of the crossroads respects neither the use of heritage materials nor informal close spacing and imposes a significant change of character on a key site within the Conservation area. Some more recent development in the area to the north of Y Marian has used traditional natural limestone for the outer skin of the walls. This preserves the general impression of local character, but at close range the stone has the appearance of cladding rather than being coursed to appear integral to the structure.

2.3 Archaeological significance

2.3.1 A historic core of the village has been defined as having unknown archaeological potential and appropriate consultations should be conducted to establish the impact of any development proposals.

2.3.2 Particular areas identified as having special interest in the 1994 survey and shown on Plan 2 (page 12) are:

- A wide area around the church including the front gardens of surrounding properties;
- And the northern and part of the southern sides of the road past the Eagle and Child Inn.

2.3.3 A large round barrow, 3.5 meters high and up to 50 meters in diameter, was believed to be located just to the north east of the crossroads and within the Conservation area, but this area was cleared and replaced by modern bungalows.

2.4 Significant Spaces

2.4.1 The two significant spaces whose edges are defined by surrounding buildings are:

- Y Marian, which includes all the public realm both grassed and roadway which forms the central space of the village. and
- The small space at the convergence of a lane and walled path opposite the Eagle and Child Inn.

2.4.2 The other significant spaces are:

- The church yard adjacent to the Village Green,
- The site of a former quarry, known as Chapel Green
- The partially wooded grounds around the Village Hall
- The small gathering space with walls around the former village well.

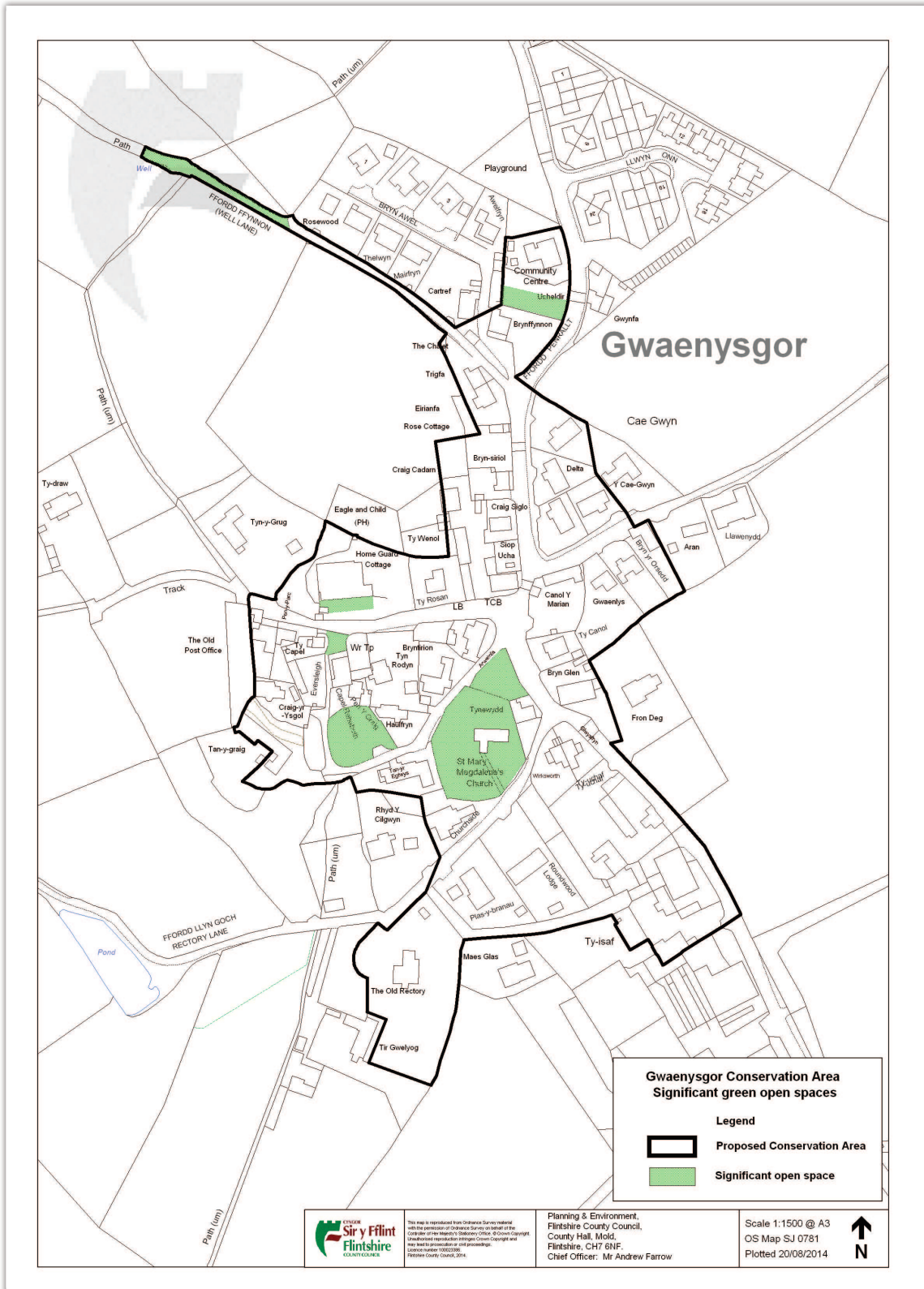
These spaces are for public use and provide important visual interest and variety within the structure of the village. In addition, the area in front of the Eagle and Child pub is well used albeit in private hands.

2.5 Landscape

2.5.1 Landscape features that are significant within the context of the village are:

- The row of trees on the east side of the church yard that screens the church from the Village Green;
- The large tree at the entrance to the village from the south, opposite Ty-uchaf barns and just outside the Conservation Area boundary, that creates a 'gateway' to the village;
- The grass verges between many stone walls and the road surfaces.
- Views of open countryside looking out of the village, particularly as framed by

- buildings and walls, such as looking south towards Gop Hill from Y Marian Views towards the village, such as those from the Trelawnyd to Llanasa Road



» **Plan 1 - Significant open space**

3. Assessment of Conservation Area Character

3.1 The special character of Gwaenysgor conservation area

The positive character is the sum of the following features:

- The quality of the spaces shaped by the traditional road and building pattern
- The relationship of the traditional buildings clustering around these routes
- The predominant building style and materials
- Long views into and out of this elevated village
- The rural character of the traditional street scene

These characteristics will be discussed in more detail below.

3.1.1 Building and spaces

The central space of Y Marian is special because it is so well enclosed. Each of the approaches in every direction along the five converging lanes and the main road bends a short distance back from its junction at or near to Y Marian and each is closely flanked by houses and boundary walls. At each junction with Y Marian, the building arrangement opens out to reveal the central open space. When viewed from Y Marian, the long view down each of the lanes and the main road is partly or completely framed and often partly obscured by buildings. Taken as a whole, Y Marian is well enclosed on all sides and the effect is to create the sense of an outdoor room with many entrances, at the centre of the community. The character is very different here compared even with other very old villages in Flintshire. For example at the centre of Caerwys the rectilinear streets diverge in straight lines away into the distance from the central cross roads, and at Nannerch, roads enter the village at many different points along a linear main street.

3.1.2 Buildings overlooking Y Marian and other spaces seem to be in dialogue with each other. The relationship of buildings with each other and to the central space is akin to a family around a dining table. This arrangement appears to have come about by the actions of individuals rather than by planning: the building frontages are not squared up with each other but none the less acknowledge each others presence very strongly. This overlooking of the space adds to the sense of its importance in the village.



» Plan 2 - Showing central core of village



» **Plan 3 - Converging routes and views. Note: difference in scale of modernised roads with pavements in the north east of conservation area**

3.1.3 Built Form

The 'familial' character is greatly strengthened by the use of common building materials and building form. The built form is characterised by:

- Simple long and narrow rectilinear shape without complex additions such as dormers, or large porches;
- Steep roof form with chimney stacks centrally placed above the gables;
- Extensions which are built on to the existing building in a simple economical manner, typically as a lean to or cat slide roof or else built in parallel to the run of the roof;
- Building close to the back edge of the road or pavement with the ridgeline either running parallel to the road or with the gable facing the road;
- Windows typically either casements or horizontal sliding sashes or more recently vertical sliding sashes, all generally having a vertical orientation to their shape or the arrangement of their glazing bars;
- Simple arrangement of windows either relatively small in size and number relative to the area of wall (older properties) or spaced in vertical alignment and often symmetrical about a central entrance door or porch (Late C18th onward);
- Deep reveals (setting back) of the windows and entrances into solid stone walls;
- Traditional locally sourced building materials, namely limestone, sometimes rendered and lime-washed, under a Welsh slate roof, with painted window frames;
- Stone boundary walls running close to the road adding to the sense of enclosure of the public space and lending a slightly defensive character to the building curtilages;
- Stone stiles set into the boundary walls.

3.1.4 Street scene

The street scene still has a rural simplicity in its character, recently greatly enhanced by the work of the Gwaenysgor Conservation Group whose members negotiated the removal of many overhead wires from the conservation area. There are few pavements and so the roads generally have the appearance of country lanes, flanked and enclosed by stone walls. Highway signage is limited to certain places, principally on the main road through the village. The lanes are of variable width but generally narrow and winding, and confer a sense that the pedestrian has an equal right with the motorist.

3.1.5 Views



- » **The view south from y Marian towards Gop Hill is attractively framed by historic buildings**

The prominent and exposed position of the village clustered on top of a high ridge creates some dramatic contrasts between the sense of enclosure by surrounding buildings and long views out from the village towards attractive hilly countryside. These views are almost always closely framed by buildings walls or hedges to create a very pleasing sense of deep perspective. A fine view framed by traditional houses, can be had from the centre of Y Marian looking south towards Gop Hill. Views from the lanes on the west side of the village take in the Vale of Clwyd with Snowdonia rising majestically beyond. Fine views across the landscape towards the village can be seen from nearby lanes and roads, for example from just west of the crossroads on the Llanasa to Dyserth Road, or from the 'Bowling Green' (See front cover photo).



- 2.2**
- » **A lane approaching from the east tightly enclosed by a traditional gable**



- » **Older buildings close to the edge of the road create a sense of enclosure towards the centre of the village**

The negative Characteristics of the conservation area

3.2.1 Those aspects which detract from the special character are:

- The ubiquitous styles, form and detailing of newer buildings, even where traditional materials are used
- The introduction of modern window frames, doors and finishes on heritage buildings
- The impact of increased vehicular use and introduction of signs and road markings
- The loss of some views towards or over the village which have been obscured by overgrown hedges
- The oddly low key presence of the church despite it being the former focal point of village life
- The management of part of the churchyard as a nature reserve is considered by some to be unsightly and disrespectful of its role as a burial ground
- The loss of open space and a possible archaeological site to new development.

These characteristics will be discussed in more detail below.

3.2.2 The styles, form and detailing of newer buildings and spaces

The ubiquitous style of new buildings has had a significant impact on the character of the village. A new house on the east side of Y Marian has a complex massing with dormers and a front extension which detracts from the arcadian simplicity of the local vernacular style of building. Further north on the same side, a small development of bungalows has been built in a style and layout which could have been used almost anywhere in the UK. Unlike the clusters of buildings on traditional streets and lanes, these homes are set well back from the edge of the public realm and often sit behind low walls. Hedging species typically used are non native conifers. The resulting form lacks both the familial resemblances and the sense of interdependence that arises from the enclosure and overlooking of the form of older parts of the village.



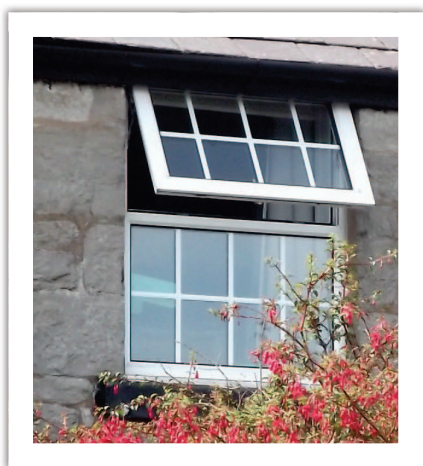
- » **These bungalows are perfectly pleasant but could be found anywhere across the UK. The wide pavement and deep gardens create an openness in contrast with the strong sense of enclosure formed by building lines of many older houses in the village which are closer to the edge of the road.**



- » **This house has a complex form in contrast to the simplicity of the design of older buildings in the village**

3.2.3 Loss of original domestic features

This is almost universal. Nearly all of the older unlisted properties have had their original windows removed and replaced with modern plastic or stained timber framed variants. Many residents have attempted to match the original designs but almost none have reinstated the correct proportions of the glazing bars and many have introduced top hung windows instead of sliding sashes. The result has been the rapid erosion of an important characteristic which is the simple repetitive pattern of traditional window openings, subdivided into smaller, vertically orientated units of glazing. Other changes include the introduction of barge boards on roofs and porches; cladding of new houses with un-coursed stone; re-pointing in hard cement rather than lime mortar; roof-lights which project above the plane of the roof to give a boxy appearance; and the addition in some places of windowless garages in prominent locations close to the edge of the plot.



» modern plastic framed windows are found throughout the village



» Although much altered, the Old Vicarage still has sliding sash windows of the type many houses in the village from the late Georgian and Victorian period would have had.

3.2.4 The street scene

This has been eroded by the impact of increased vehicular use and introduction of signs and road markings; breaks in stone walls to create vehicular access ways; painting of white lines and red speed hump indicators on road surfaces; multiple road signs at the Village Green; use of fast growing conifers as hedging, and overgrowth of hedges and vegetation along public footpaths and around the well site.

3.2.5 Views over the village have become overgrown in places and some lanes which once afforded sweeping views have become unduly enclosed. This is particularly apparent on the green lane which passes the plantation to the north east of the village.

3.2.6 The Church of St Mary is largely obscured in summer by the line of trees on the eastern side of the churchyard and seems oddly remote from the centre of the village.

Part 2 - Gwaenysgor Conservation Area Management Plan

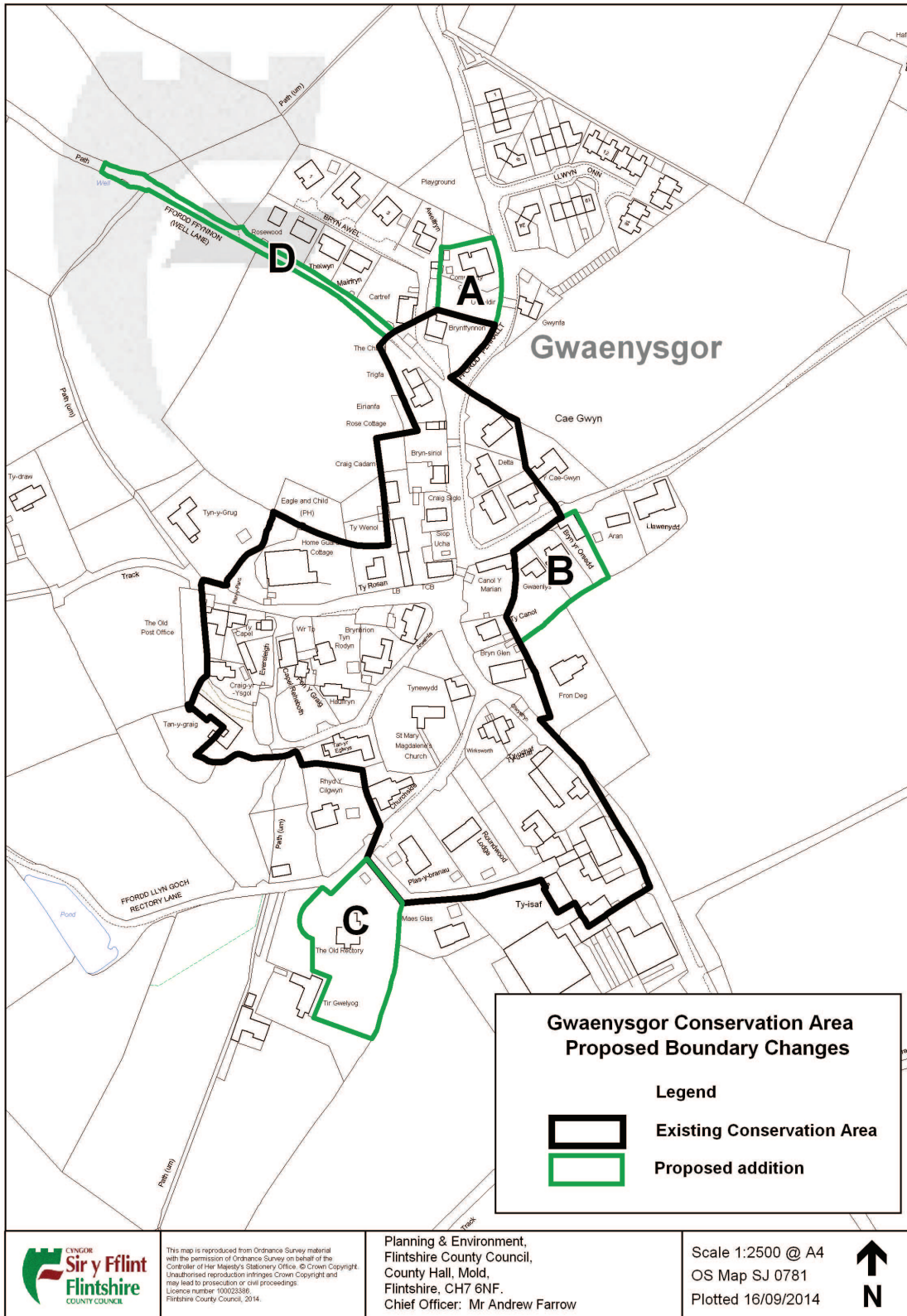
1.0 Introduction

Welsh Government planning policy has made it clear that conservation areas are not necessarily preservation areas. Change is an inevitable facet of modern life and the challenge is to manage change in a manner that does not lose sight of the special architectural and historic qualities of a place. The clear understanding of the aspects which make up the special character and those which detract from it as given in the foregoing appraisal, will help guide decision making in the development management process.

- 1.1** Although the administration of conservation areas is largely a planning function, there are many other actions that can impact on character and appearance, for instance highways, the maintenance of trees within the public realm or the management of public buildings. It is important, therefore, that conservation aims are coordinated across all relevant local services.
- 1.2** The focus of many comments and issues emerging from community meetings in 2008 and 2013 was the Council's own approach to the management of the Conservation Area, largely in terms of perceptions related to:
- Concerns over the loss of the Village character as a result of the scale and design of infill development and the extension and alteration of existing properties and
 - A standardised approach by the highway authority to road marking, traffic issues and signage, diminishing the special character of the Village;
- 1.3** This section proposes some expansion of the conservation area boundaries and sets out guidance on new development and on the protection and reinstatement of historic details for existing older buildings. Finally some specific proposals are made for 'quick wins' which can be achieved by taking positive action, encouraged and supported by the local community.
- 1.4** The erosion of character caused by loss of details can only be fully addressed if additional controls on development are introduced in the conservation area and part 5 proposes the introduction of these powers. The Authority also has a duty to consider the character of the area as now documented in its exercise of all of its statutory powers including in its role as highways authority. Part 5 sets out guidelines for the public realm over which the Authority has a great influence. Finally, section 6 sets out some specific projects which can be undertaken by a combination of the local authority, individual owners and through community action.

2. Proposed Extension to the Conservation Area

2.1 Plan 4 shows the existing and revised boundaries of the conservation area. The suggested additions are numbered and this section sets out the reasons for these additions.



» Plan 4 - Proposed extension to the conservation area

- 2.2** Area A is the Village Hall and its grounds. This building was opened as the non denominational or council school in 1908, but due to falling school roles was closed and became the village community centre in 1969. Although its design is influenced by the Arts and Crafts movement which was popular at the time, its simple symmetrical steep roofed form reflects the character of local older buildings and it has an important place in the history of the village. The site contains a number of trees which are maturing and now add to the character of the conservation area.
- 2.3** Area B is the location of Yr Hen Ysgol (the old school) and an old single storey cottage built gable on to the road. The close relationship of the cottage gable to the road creates a minor landmark into the village which is lacking a response on the opposite side of this road where the new bungalows have been built.
- 2.4** Area C is the Old Rectory for the parish church. This has been much altered in recent years but fortunately the fine south facing frontage retains the formal arrangement of original windows typical of an important Georgian manse. The nearby earlier manse which was first converted into a tythe barn has been altered too much in its subsequent conversion to residential use to warrant inclusion in the conservation area.
- 2.5** Area D is the lane leading towards the former village well which also has an important place in community history as until 1932, it was the only source of clean drinking water for the village. The well is currently unprotected as it is not a listed building and its inclusion will give some protection against demolition. The lane, with it's enclosing walls and hedges, is a good example of its type and is typical of the green lanes that still connect the village with nearby villages, farms and the former quarries.
- 2.6** Following consultation in the community it is not now proposed to de-designate any part of the conservation area.

3. Guidelines for New Building Design

- 3.1** Although respectful contemporary design is normally welcome in most Conservation Areas, this small village core has already been extensively altered by the introduction of non traditional buildings with little or no local resonance. The general guidance is therefore to uphold traditional building form and styles rather than further dilute this fragile character. However more flexibility in the appearance of elevations may be appropriate on less visible elevations to the sides and rear. In order to protect and reinforce local character, new development in or within the nearby setting of the Conservation Area must adopt the distinctive characteristics of the locality. A recent nationwide survey of estate agents shows that home owners, buyers and sellers value Conservation Areas thanks to their special character and appearance. The survey revealed that 75 per cent of estate agents believe that a well maintained Conservation area adds to the value of the properties within it, and that

buyers are prepared to pay higher prices for properties in well-kept Conservation Areas. 82 per cent of estate agents feel that original period features tend to add financial value to properties, with 78 per cent stating that original features can help a property sell more quickly. A quarter of estate agents believe that residential property values could increase by more than 15 per cent with original features intact.(3). The following design criteria have been developed from observation of the special character of the local vernacular building form.

3.2 New development should be designed in accordance with the following criteria:

1. New buildings should generally be positioned close to the road facing edge of the plot with the ridge line of the roof running either in parallel or at right angles to the road. Large open plan gardens must be avoided. The intention must be to help enclose public spaces and help to frame views using building elements such as entrances or chimneys as minor focal points.
2. Buildings should be between 1 and 2 and a half storeys in height; simple, narrow and rectilinear in form below a steep slated roof with gabled ends. The provision of working chimneys is strongly encouraged and these should be located with stacks rising centrally above the gables.
3. Extensions should be subordinate lean-to or 'cat-slide' structures, or built onto the gable to continue the run of the existing roof form at a lower level.
4. Dormers, where acceptable, should occupy no more than 30% of any roof plane and be simple flat roofed or gabled projections.
5. On road facing elevations, windows should generally be arranged in a simple and symmetrical form about entrances, one above another, and shall be rectangular and vertical in orientation. The shape of windows and the proportions created through their sub division by glazing bars shall follow approximately the dimensions of the Golden ratio, i.e. 1.6 high by 1 unit wide. Greater freedom in design will generally be more appropriate to the rear of properties.
6. All exposed timber should be painted in a colour of paint which contrasts well with the colour of the walls.
7. All windows and entrances shall be set deep within the reveals to give the impression of structural solidity
8. Materials for walls should be a mix of limestone and white or off-white, painted or lime-washed render. The stone sections should follow logical patterns and boundaries such as the whole of the front elevation of a building or the quoins, and should emphasise structure rather than be placed randomly in panels. Traditionally, the gables would have been the areas most likely to have been rendered.

9. All roofs should be in Welsh slate and have a minimum pitch of 30 degrees
10. Garage doors are large elements which are likely to be out of scale with the character of the street and these buildings should ideally be located so as to avoid doors opening or overlooking directly onto the street or lane.
11. New stone work and maintenance on all traditionally constructed solid wall buildings and walls shall be properly coursed and shall be pointed in hydraulic lime mortar typically using 1 part hydraulic lime to three parts pale sand mixed with a little coarse grained material such as Mersey river grit. Portland cement must not be used on traditional walls and the use of red sand in the mix must be avoided. Any re-painting of walls of traditionally constructed buildings must be undertaken using lime wash or other breathable mineral based paint.



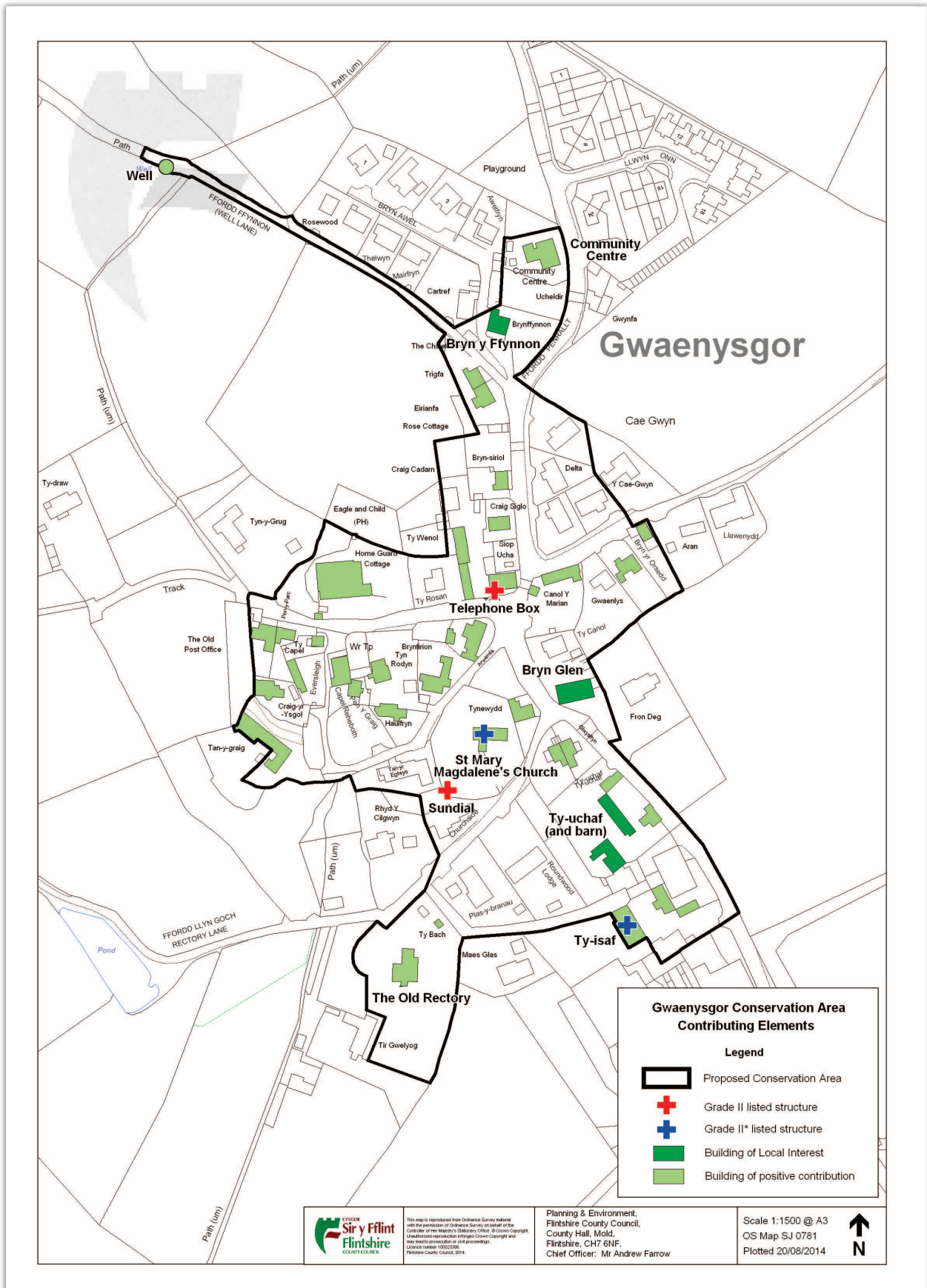
» **Modern construction uses stone only as a cladding material and it can appear to lack strength or purpose**



» **Structural stone walling is coursed to ensure it will hold up on its own. Stone lintels support the structure over the doors and windows**

4 Buildings which make a special contribution to the character

- 4.1 There are a number of buildings and features within the conservation area, which do not meet the criteria for national statutory listing, but which are considered important to the history, appearance, character and cultural value of Gwaenysgor, as illustrated on the accompanying plan 5. These deserve special consideration in decision making to ensure their positive contribution to the overall interest of the area is taken sufficient account of.



» **Plan 5** - Buildings which make special contribution to the character of the conservation area

5 Landscape

- 5.1 The following criteria should be observed when making decisions about future development within the village as well as agricultural or other development in the area surrounding the village:
1. The Council will use its powers to seek the retention of trees and replanting in appropriate locations.
 2. The Council will use its development control powers to preserve key views and vistas both within and beyond the conservation area.
 3. New openings into existing stone walls must be kept to a minimum in width and finished at either side with stone gate posts
 4. All original stone stiles and other features such as the seating around the well must be retained. Where possible stone stiles which have been removed should be reinstated. If improvements to access are required, kissing gates should be introduced adjacent to the stiles.
 5. New development should incorporate stone boundary walls built in rubble stone, properly coursed and completed with Cock and Hen copings. Walls should generally be no lower than one metre and no greater than 1.5 metres in height. Boundary enclosures which are not prominent in views from the public realm may be constructed in different materials.
 6. Garden landscaping should use native species of tree and shrub wherever possible and should avoid use of non native fast growing evergreen trees such as Leylandii.



» Traditional walls along Well Lane

6. Strengthening of Planning Controls through an Article 4 (2) Direction and consideration for further statutory listing of buildings

- 6.1 The survey carried out for this appraisal identified serious erosion of the character of the area resulting from development which is normally permitted without the need for planning permission. It is considered important to exercise control over the replacement of windows and doors in order to reinstate the lost architectural character. An Article 4 (2) Direction can be introduced through the planning process to put slightly tighter restrictions on the usual householder permitted development rights in order to control such small-scale changes. However, during the public consultation period some residents expressed concern at the high cost of installing replacement timber windows compared with that of plastic framed windows.
- 6.2 Officers will seek approval in principle to draw up an Article 4 (2) Direction for this conservation area when seeking elected member approval of this document. Any such direction will be subject to a separate report to the County Planning Committee. However, following the public consultation in Gwaenysgor, it will be proposed to introduce only 'light touch' restrictions to householder rights covering the following changes:
- Replacement or alteration of windows on the principal elevation facing a road
 - Removal or alteration of parts of boundary walls facing the highway
- 6.3 Where permitted development rights are removed by an Article 4 (2) Direction, planning permission will be required for the work. That means the local planning authority will be able to make sure that alterations are made in a way that is in keeping with the character of the conservation area. The planning authority will require genuine vertical sliding sash and case windows which are traditionally proportioned where the Article 4 (2) applies. However, the Article 4 (2) will be restricted to the principal elevation of each building only rather than all road facing sides. This elevation is normally the one containing the front door. There is no fee for the planning application if the work would ordinarily have been permitted development.

6.4 Applications for listed building status.

Flintshire Conservation and Design Officer will apply to CADW for the listing of the following buildings:

- Village well
- Village Hall



» The Village Well



» Village Hall

7.0 Planning Enforcement

- 7.1** The Local Authority Enforcement Service will investigate instances where open countryside appears to have been absorbed into private garden ground and will take action to return this land to open countryside. In rare cases where a small area of former agricultural land is enclosed separately from any garden and it can be verified that public recreational access to this land is encouraged and maintained no such action will be taken.
- 7.2** The enforcement team will investigate reports of any open areas on local farms being used for open storage of materials or scrap machinery and will take action where necessary to ensure that this does not become a nuisance once again.
- 7.3** The enforcement team will investigate reports of any traditional walling being removed without any necessary planning permission or listed building consent and will take action to ensure that such consent is obtained or that these areas are reinstated.

8. Street scene

- 8.1 The characteristic of shared use has been lost in 20th century development. The generous road widths and sight lines of new or widened roads gives clear priority to the car, allowing vehicles to travel too fast for the safety of pedestrians. Recently the Welsh Government has adopted the 'Manual for Streets' approach to road design (4), which strongly encourages highway authorities to reintroduce the informal means to slow down traffic that are found naturally in villages such as Gwaenysgor.



» **Bibury village subtle traffic calming.**

Examples of other sensitive traffic calming schemes in small villages can be found at:

<http://www.blackheathsurrey.co.uk/notices/traffic1picsImage8.jpg>

<http://www.its.leeds.ac.uk/staff/fomdir/images/p030.jpg>

- 8.2 There is a need for a consistent and historically and architecturally sensitive approach to be adopted by all utilities and stakeholders in the public realm, especially with regard to highways signage, way marking, lighting columns, road markings and carriageway surfacing in responding appropriately to local character. Flintshire County Council as Highways Authority will work with other statutory undertakers to realise improvements in the character and ambience of the street scene within and approaching the village.

The following actions shall be given active consideration:

1. Explore means of reducing the attractiveness of the village as a cut through to the coast. This could include creating village 'gateways' on the main approaches to the village: one near the pond to the north and the other near to the Llanasa Trelawnyd cross roads on the southern approach. The gateways could take the form of a restriction in width of a small section of road in order to actively deter large vehicles using the route. Such restrictions would need to be in keeping with the rural character of the road.
2. Adopt the Welsh Government Manual for Streets Approach to traffic calming in the

village by making it appear as a shared space in which pedestrians and cyclists are accorded a higher priority than traditional highway designs confer. Measures which could be considered include the following:



» **The current street scene with a fast two lane road with traffic calming markings**



» **Sketch illustrating an alternative traffic calming concept recommended in the Welsh Government Guidance 'Manual for Streets'. Traffic is slowed down by minor constrictions such as gate posts and tree planting. The road is free of markings just as it is elsewhere on this country lane**

- Provision of a feature in the form of a statue or a tree to be located immediately adjacent to the carriageway at Y Marian.
- Installation of chicanes marked by field fences on the approaches to the centre of the village to replace the red markings on the carriageway
- Removal of all road markings including the white centre lines in the main road through the village.
- Adoption of a 20 mile per hour speed restriction through the village.

3. Consider requiring buses to use Llwyn Onn for turning around as they used to do
4. Undertake an audit of streetscape signage, and litter and grit bins within the conservation area and consider whether it is necessary and appropriate
5. Consult locally on switching off or reducing the luminance of street lighting within the village between the hours of midnight and 6.00 a.m. in order to allow better appreciation of the night sky.
6. Retain and manage grass verges along radiating lanes, possibly in line with the wildflower approach adopted for the Churchyard
7. Conserve and further enhance the remaining historic public realm features including the two parish pumps and the K6 telephone box

9. Specific Minor Proposals

- 9.1 The following 'quick win' actions can be undertaken quickly and inexpensively, sometimes with the assistance of volunteers from the local community.

9.2 Building proposals

- A representative group of local people will undertake a short course in the use of lime for repairs to local stone buildings in order to disseminate best practice and to enable monitoring of building works in future
- The Community Council will continue to support the reinstatement of dry stone walls and stone styles around the village.

9.3 Street scene proposals

- The Highways Authority shall urgently consider the removal of the deeply unpopular white diagonal lines from the paved surfaces of Y Marian.
- The cluster of signs at the north eastern corner of the grassed area of the village Green shall be consolidated onto one pole
- The Highways Authority shall consider improving the signage at the cross roads to the south of the village, to convey a more welcoming and positive sentiment to visitors on this approach
- The Community Council shall consider the possibility of taking over the listed telephone box on the Village Green. Little used phone boxes have been taken over elsewhere as book swap libraries.
- The Community Council shall consider installation of one or more additional interpretive boards to highlight aspects of the village character both past and present.



» **A book exchange library could be managed by the Local Authority**

9.4 Landscape proposals

- Consideration could be given to provision of an additional public bench to be located in the area of Y Marian.
- The Community Council will encourage households to plant native species of plants in front gardens and remove or reduce the height of tall hedges.
- The Community Council will encourage local farmers to maintain and lay hedges, reducing their current height in places along the green lanes running out of the village in order to open up attractive views of the village from the surrounding area.
- The Gwaenysgor Conservation Group will continue to clear the vegetation around the well on an ongoing basis and maintain it in good condition.
- The Conservation Group could continue to work with BT to remove high level wires from the conservation area, particularly within the view towards Gop Hill from the village core of Y Marian.
- The Community Council shall liaise with church and conservation interests with a view to increasing the area of mown paths around the churchyard, to allow better access to graves and the listed sundial.
- The branch spread of the line of trees which runs along the eastern boundary of the church yard shall be reduced to enable a clear view of the church from Y Marian.



- » **A view of the Parish Church of Saint Mary Magdelene could be opened up following some crown lifting of the trees behind the wall memorial at the Village Green.**

References

1. The Town and Country Planning (Conservation Areas and Listed Buildings) Act 1990 England and Wales
2. Town & Country Planning Act 1990 (as amended) section 211 - Trees in Conservation Areas
3. Estate Agency Survey BRDC Marketing for English Heritage Estate Agents Research 'Conservation Areas at Risk' Campaign 2009
4. Manual for Streets UK Government Department for Transport HMSO 2007 (now adopted as official guidance by the Welsh Government)
5. Walking with history Roger Hadley with Ken Davies Trelawnyd and Gwaenysgor Community Council 2000
6. On Common Ground Roger Hadley 2003

**Produced by the Flintshire County Council Planning & Environment Service
Conservation Section November 2014**

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **16TH JUNE 2015**

REPORT BY: **MEMBER ENGAGEMENT MANAGER**

SUBJECT: **RESPONSE FROM THE ORGANISATIONAL
CHANGE CALL IN MEETING ON THE MEDIUM TERM
PLAN FOR LIBRARIES.**

1.00 PURPOSE OF REPORT

1.01 To formally report to the Cabinet the result of the call in of decision 3173 – Medium Term Plan for Libraries – proposal to develop a new hub library at Deeside Leisure Centre and relocate Hawarden, Mancot and Queensferry Libraries.

2.00 BACKGROUND

2.01 At its meeting on 19th May 2015, the Cabinet approved the report of the Chief Officer (Organisational Change).

2.02 The decision was subsequently called in by Councillors Clive Carver, Alison Halford, Adele Davies-Cooke, Dave Mackie and Glenys Diskin. The reasons given for the call in were as follows:

The Medium Term Plan for libraries does not

- (1) Take into account the impact of the Hawarden and Mancot library closures on the existing and prospective users.
- (2) Show the future plans for the Flintshire Record office which is co-located with Hawarden library.
- (3) Take into account the closeness of the existing Connah's Quay hub with the proposed hub within the Deeside leisure centre.as not been considered on existing town centres.

3.00 CONSIDERATIONS

3.01 The call in was heard by the Organisational Change Overview & Scrutiny Committee at a meeting on 8th June.

- 3.02 At the meeting, the initiators of the call in were represented by the signatories. The decision makers were represented by the Leader of the Council, Councillor Aaron Shotton, the Deputy Leader/Cabinet Member for the Environment, Councillor Bernie Attridge, together with both of the Chief Officers (Organisational Change).
- 3.03 Both the call in initiators and the decision makers put their cases to the committee, and responded to Members' questions.
- 3.04 At the end of that process and summing up, the committee was reminded of the four options which are available to it in response to a call in.
- 3.05 The decision which the committee made was option 1, that the Overview & Scrutiny committee is satisfied with the explanation which it has received. The decision makers were therefore informed that the decision may now be implemented.

4.00 RECOMMENDATIONS

- 4.01 That the Cabinet welcomes the decision of the Organisational Change Overview & Scrutiny Committee regarding the Medium Term Plan for Libraries – proposal to develop a new hub library at Deeside Leisure Centre and relocate Hawarden, Mancot and Queensferry Libraries .

5.00 FINANCIAL IMPLICATIONS

- 5.01 The implications of this decision are identified and listed in the report to Cabinet on 19th May 2015.

6.00 ANTI POVERTY IMPACT

- 6.01 The implications of this decision are identified and listed in the report to Cabinet on 19th May 2015.

7.00 ENVIRONMENTAL IMPACT

- 7.01 The implications of this decision are identified and listed in the report to Cabinet on 19th May 2015.

8.00 EQUALITIES IMPACT

- 8.01 The implications of this decision are identified and listed in the report to Cabinet on 19th May 2015.

9.00 PERSONNEL IMPLICATIONS

- 9.01 The implications of this decision are identified and listed in the report to Cabinet on 19th May 2015.

10.00 CONSULTATION REQUIRED

10.01 Not applicable.

11.00 CONSULTATION UNDERTAKEN

11.01 Not applicable.

12.00 APPENDICES

12.01 None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

Agenda for the Organisational Change Overview & Scrutiny
Committee at its meeting on Monday 8th June 2015.

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FOR INFORMATION

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 16 JUNE 2015**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **EXERCISE OF DELEGATED POWERS**

1.00 PURPOSE OF REPORT

1.01 To inform Members of action taken under delegated powers.

2.00 BACKGROUND

2.01 At the Executive Meeting held on 31st October, 2000 it was agreed that one of the standard agenda items at each Executive should be a report on the "Exercise of Delegated Powers".

3.00 RECOMMENDATION

3.01 Members note the details of actions taken under the "Exercise of Delegated Powers".

4.00 FINANCIAL IMPLICATIONS

4.01 As detailed in each report.

5.00 ANTI-POVERTY IMPACT

5.01 As detailed in each report.

6.00 ENVIRONMENTAL IMPACT

6.01 As detailed in each report.

7.00 EQUALITIES IMPACT

7.01 As detailed in each report.

8.00 PERSONNEL IMPLICATIONS

8.01 As detailed in each report

9.00 CONSULTATION REQUIRED

9.01 Not applicable

10.00 CONSULTATION UNDERTAKEN

10.01 Not applicable

11.00 APPENDICES

11.01 Summary of Decisions taken under Delegated Powers.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background documents: See individual report.

Contact Officer: Detailed on the individual reports.

APPENDIX 1

EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Community and Enterprise

- **51, 51a, 51b, 51c Mold Road, Buckley**

Entering into an additional private sector lease to provide adequate levels of smaller accommodation units to enable the Local Authority to meet the requirements of the Housing (Wales) Act 2014 to prevent and alleviate homelessness.

Organisational Change

- **Security Fence to Westwood School**

The provision of a security fence to areas of Westwood School to prevent unauthorised access.

Planning and Environment

- **Animal and Pest Control Fees and Charges 2015/16**

Omission of Animal and Pest Control Advisory Visit Fee from full list of Fees and Charges approved for 2015/16.

Streetscene and Transportation

- **A5119 Mold – King Street Speed Limit**

To advise Members of an unresolved objection received following the advertisement of the proposal to reduce the speed limit on the A5119 between Leadmills and the traffic signals at Rhyd y Galed, and to recommend that Members overrule the objection.

Copies of the Delegated Powers reports are on deposit in the Team Manager's Room, Committee Services

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**FLINTSHIRE COUNTY COUNCIL FORWARD WORK PROGRAMME ITEMS
COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY
JUNE 2015 TO NOVEMBER 2015**

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
June					
Community and Enterprise Overview & Scrutiny Committee	1 June 2015	Overview and Scrutiny	Work of Grwp Cynefin Housing Association (presentation) To enable the Committee to meet with representatives of Grwp Cynefin Housing Association and receive a presentation.		
Community and Enterprise Overview & Scrutiny Committee	1 June 2015	Community and Enterprise	Allocation of Sheltered Accommodation To review the Allocation Policy for Sheltered Accommodation		
Community and Enterprise Overview & Scrutiny Committee	1 June 2015	Community and Enterprise	Update on North East Wales Homes & Property Management To update Members on the work of the North East Wales Homes & Property Management		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	1 June 2015	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.		
Audit Committee	3 June 2015	Internal Audit	Protocol Internal and External Audit To present to Members the updated Protocol between Internal Audit and the Wales Audit Office		
Audit Committee	3 June 2015	Governance	Wales Audit Office Review of the Council's Whistleblowing Arrangements To present to the committee the results of a review of the whistleblowing policy by the Wales Audit Office.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	3 June 2015	Chief Executive's	Risk Management Update To provide Members with an update on the improved risk management approach as part of streamlining and integrating the business planning arrangements.		
Audit Committee	3 June 2015	People and Resources	Financial Procedure Rules 1.1 To provide Audit Committee with the proposed updated Financial Procedure Rules (FPR's) 1.2 To seek a recommendation to the next available County Council scheduled for 30 September 2015		
Audit Committee	3 June 2015	Governance	Forward Work Programme		
Audit Committee	3 June 2015	Governance	Action Tracking		
Audit Committee	3 June 2015	Governance	Internal Audit Progress Report		

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Audit Committee	3 June 2015	Governance	<p>Internal Audit Annual Report 2014/15 To inform members of the outcome of all audit work carried out during 2014/15 and to give the annual Internal Audit opinion on the standard of internal control, risk management and governance within the Council.</p>		
Audit Committee	3 June 2015	Finance	<p>Certification of Grant Claims and Returns 2013/14 To inform Members of the grant claim certification for the year ended 31 March 2014.</p>		
Audit Committee	3 June 2015	Governance	<p>Audit Report on Mobile 'Phones To update the Audit Committee on progress with the action plan.</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Joint Education and Youth and Social and Health Overview and Scrutiny Committee	4 June 2015	Social Services	<p>Corporate Parenting and Safeguarding and Child Protection</p> <p>To advise and report on the progress of corporate parenting and Safeguarding and Child Protection within the Local Authority.</p>		
Joint Education and Youth and Social and Health Overview and Scrutiny Committee	4 June 2015	Education and Youth	<p>Educational Attainment for Looked After Children</p> <p>To update members on the attainment of Looked After Children in Flintshire in the Academic year 2013-2014.</p>		
Joint Education and Youth and Social and Health Overview and Scrutiny Committee	4 June 2015	Education and Youth	<p>Hearing Impairment for Adults and Children</p> <p>To provide council members with information regarding current provision of support to children and adults with a hearing impairment in Flintshire.</p>		

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Joint Education and Youth and Social and Health Overview and Scrutiny Committee	4 June 2015	Education and Youth	Children & Young Peoples Partnership and Flying Start Programme To provide council members with an update		
Environment Overview & Scrutiny Committee	4 June 2015	Overview and Scrutiny	Terms of Reference of the Committee (Environment) To advise the committee of its terms of reference		
Environment Overview & Scrutiny Committee	4 June 2015	Streetscene and Transportation	Highways Asset Management Planning (HAMP) and Local Subsidence Schemes To review the HAMP document approved in 2012 and identify sites within the County experiencing subsidence issues.		
Environment Overview & Scrutiny Committee	4 June 2015	Streetscene and Transportation	Speed Limit Review Update on progress of speed limit review for A and B Roads		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	4 June 2015	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee.		
Corporate Resources Overview & Scrutiny Committee	11 June 2015	People and Resources	Revenue Budget Monitoring 2014/15 (Month 12) To provide Members with the Revenue Budget Monitoring 2014/15 report as at month 12.		
Corporate Resources Overview & Scrutiny Committee	11 June 2015	Community and Enterprise	Customer Services and Call Handling Update To provide the committee with background and assurance about Customer Services and call in handling.		
Corporate Resources Overview & Scrutiny Committee	11 June 2015	Chief Executive's	Improvement Plan 2015/16 To review the contents of the Improvement Plan 2015/16 to inform the final approval by Cabinet and County Council on 23 June.		

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Corporate Resources Overview & Scrutiny Committee	11 June 2015	People and Resources	<p>Year End Chief Officer Performance Report</p> <p>To note and consider the 2014/15 Year End Performance Report produced at the Chief Officer level under the adopted business model of the Council. The report covers the period January - March 2015.</p>		
Corporate Resources Overview & Scrutiny Committee	11 June 2015	Overview and Scrutiny	<p>Year End Improvement Plan Monitoring Report</p> <p>To note and consider elements of the 2014/15 Year End Improvement Plan Monitoring Report. The report covers the period January - March 2015.</p>		
Corporate Resources Overview & Scrutiny Committee	11 June 2015	Overview and Scrutiny	<p>Forward Work Programme (Corporate Resources)</p> <p>To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.</p>		

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Education and Youth Overview & Scrutiny Committee	15 June 2015	Overview and Scrutiny	Terms of Reference of the Committee(Education & Youth) To advise the committee of its terms of reference		
Education and Youth Overview & Scrutiny Committee	15 June 2015	Education and Youth	School Modernisation Strategy To enable the Committee to consider the School Modernisation Strategy		
Organisational Change Overview & Scrutiny Committee	15 June 2015	Overview and Scrutiny	Terms of Reference of the Committee (Organisational Change) To advise the committee of its terms of reference		
Organisational Change Overview & Scrutiny Committee	15 June 2015	Overview and Scrutiny	Year End Chief Officer Performance Reports To consider the 2014/15 year end service performance reports produced at Chief Officer level		

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Organisational Change Overview & Scrutiny Committee	15 June 2015	Overview and Scrutiny	Organisational Change Forward Work Programme To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee.		
Organisational Change Overview & Scrutiny Committee	15 June 2015	Overview and Scrutiny	Year End Improvement Plan Monitoring Reports (Organisational Change) To consider the 2014/15 Year End Improvement Plan Monitoring Reports relevant to the Organisational Change Overview & Scrutiny Committee		
Cabinet	16 June 2015	Chief Executive's	MEDIUM TERM FINANCIAL STRATEGY To present part one of the latest revision of the Medium Term Financial Strategy which sets out the financial forecast for the Council for 2015-2018.	Strategic	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	16 June 2015	Social Services	Annual Council Reporting Framework (ACRF) To consider the Chief Officer, Social Services draft Annual Report on the effectiveness of the authority's Social Care services and priorities for improvement.	Strategic	Cabinet Member for Social Services
Cabinet	16 June 2015	Chief Executive's	Year End Chief Officer Reports 2014/15 To receive the Year end Chief Officer Reports.	Strategic	Leader of the Council and Cabinet Member for Finance
Cabinet	16 June 2015	Chief Executive's	LSB & Strategic Partnerships Performance - End of Year 2014/15 To note and endorse the end of year assessments for: <ul style="list-style-type: none"> · the progress of the Local Service Board Priorities and its key Strategic Partnerships and; · the priorities for each of the Strategic Partnerships for the year ahead. 	Strategic	Cabinet Member for Corporate Management

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Cabinet	16 June 2015	Chief Executive's	Year End Improvement Plan Monitoring Report (2014/15) Provide an update of progress against the Improvement Plan as at year end	Strategic	Cabinet Member for Corporate Management
Cabinet	16 June 2015	People and Resources	Revenue Budget Monitoring 2014/15 (Month 12) To provide Members with the most up to date revenue budget monitoring information (Month 12) for the Council Fund and the Housing Revenue Account in 2014/15.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	16 June 2015	Streetscene and Transportation	SPEED LIMIT REVIEW - PROGRESS REPORT To provide Cabinet with details of the progress made on the County wide Speed Limit Review for the classified A and B road network	Operational	Deputy Leader of the Council and Cabinet Member for Environment

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Cabinet	16 June 2015	Streetscene and Transportation	<p>PROPOSED SOLAR FARMS AT FORMER LANDFILL SITES</p> <p>To advise Members of the sites identified as being potentially suitable for development of renewable energy systems, and to provide for guidance, the anticipated timeline for these schemes</p>	Operational	Cabinet Member for Waste Strategy, Public Protection and Leisure
Cabinet	16 June 2015	Streetscene and Transportation	<p>Highways Asset Management Planning (HAMP) and Local Subsidence Schemes</p> <p>To review the HAMP document approved in 2012 and identify sites within the County experiencing subsidence issues.</p>	Operational	Deputy Leader of the Council and Cabinet Member for Environment

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Cabinet	16 June 2015	Planning and Environment	<p>Gwaenysgor Conservation Area Appraisal and Management Plan For Cabinet to endorse the above document for use as planning and conservation guidance within the Gwaenysgor Conservation Area. The document has been considered and recommended on by the Planning Strategy Group.</p>	Operational	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	16 June 2015	Planning and Environment	<p>Developer Guidance Note: Applications for Speculative Housing Development For Cabinet to endorse for development management use a developer guidance note which has been considered and recommended on by Planning Strategy Group. The note identifies the information the Planning Authority require to support speculative applications made as a result of the shortfall in housing land supply.</p>	Operational	Deputy Leader of the Council and Cabinet Member for Environment

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Cabinet	16 June 2015	Planning and Environment	Request for Delegated Authority under Part 1 of the Housing (Wales) Act 2014 To agree the delegation of additional powers to the Chief Officer (Planning and Environment) under Part 1 of the Housing (Wales) Act 2014.	Operational	Cabinet Member for Waste Strategy, Public Protection and Leisure
Cabinet	16 June 2015	Community and Enterprise	Business Rates - Retail Relief 2015 - 16 For Cabinet to endorse the implementation of the 2015-16 Business Rates 'Retail' relief grant scheme using discretionary rate relief powers provided to the council.	Operational	Cabinet Member for Corporate Management
Cabinet	16 June 2015	Community and Enterprise	Commutated Sums and Affordable Housing To seek approval for the policy for the use of Commuted Sums and revised Local Planning Guidance note.	Operational	Cabinet Member for Housing

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Cabinet	16 June 2015	Community and Enterprise	Communal Heating Charges To ask Cabinet to set heating charges for Council properties with communal heating systems.	Operational	Cabinet Member for Housing
Cabinet	16 June 2015	Organisational Change	COMMUNITY ASSET TRANSFERS AND CAPITAL SUPPORT FUNDING To update Cabinet on progress in relation to Community Asset Transfers	Operational	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	16 June 2015	Community and Enterprise	Senior Management Restructure To seek approval of Cabinet for a new management structure in Community & Enterprise.	Strategic	Cabinet Member for Housing, Cabinet Member for Corporate Management, Cabinet Member for Economic Development
Cabinet	16 June 2015	Education and Youth	School Modernisation Commissioning local consultation on educational provision in accordance with the Council's school organisation policies.	Strategic	Cabinet Member for Education

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Cabinet	16 June 2015	Governance	Education ICT Review To inform Cabinet of the results of consultation with schools on reconfiguring the Education ICT Service and to approve the proposed changes.	Strategic	Cabinet Member for Corporate Management
Cabinet	16 June 2015	Governance	Restructure of ICT Service To approve a proposed establishment structure for the ICT service.	Operational	Cabinet Member for Corporate Management
Cabinet	16 June 2015	Chief Executive's	Single Status To present the closure report on the Single Status project, outline the work-streams to be continued post project closure, and to report the financial outcomes of the implementation of the Single Status Agreement..	Strategic	Cabinet Member for Corporate Management

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Cabinet	16 June 2015	Organisational Change	<p>Response from the Call In meeting To formally report to the Cabinet the result of the call in of decision 3173 – Medium Term Plan for Libraries – proposal to develop a new hub library at Deeside Leisure Centre and relocate Hawarden, Mancot and Queensferry Libraries.</p>	Operational	Cabinet Member for Education
Social & Health Care Overview & Scrutiny Committee	18 June 2015	Social Services	<p>Year End Chief Officer Performance Report (Social Services) To note and consider the 2014/15 Year End Performance Report produced at the Chief Officer level under the adopted business model of the Council. The report covers the period January - March 2015.</p>		

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Social & Health Care Overview & Scrutiny Committee	18 June 2015	Overview and Scrutiny	Year End Improvement Plan Monitoring Report To note and consider elements of the 2014/15 Year End Improvement Plan Monitoring Report. The report covers the period January - March 2015.		
Social & Health Care Overview & Scrutiny Committee	18 June 2015	Social Services	Complaints & Compliments - lessons learned To receive a report on the compliments, representations and complaints received by Social Services for the year April 2014 – March 2015.		
Social & Health Care Overview & Scrutiny Committee	18 June 2015	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee.		
Flintshire County Council	23 June 2015	Chief Executive's	Improvement Plan 2015/16 To approve the draft Improvement Plan 2015/16 for final publication.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Flintshire County Council	23 June 2015	Governance	Webcasting Protocol For Council to consider a recommendation from the Constitution Committee to approve a proposed protocol on webcasting.		
July					
Community and Enterprise Overview Scrutiny Committee	8 July 2015	Community and Enterprise	Update on Tenant Involvement To consider tenants satisfaction results and the involvement of tenants in service improvements.		
Community and Enterprise Overview & Scrutiny Committee	8 July 2015	Community and Enterprise	Year End Chief Officer Performance Report (Community and Enterprise) To note and consider the 2014/15 Year End Performance Report produced at the Chief Officer level under the adopted business model of the Council. The report covers the period January - March 2015.		

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Community and Enterprise Overview & Scrutiny Committee	8 July 2015	Community and Enterprise	Review of Strategic Housing Partnership To review the Strategic Housing Partnership		
Community and Enterprise Overview & Scrutiny Committee	8 July 2015	Overview and Scrutiny	Year End Improvement Plan Monitoring Report To note and consider elements of the 2014/15 Year End Improvement Plan Monitoring Report. The report covers the period January - March 2015.		
Community and Enterprise Overview & Scrutiny Committee	8 July 2015	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.		
Community and Enterprise Overview & Scrutiny Committee	8 July 2015	Community and Enterprise	Community and Enterprise Service Re-structure To present to the Committee the proposed new structure for the Community and Enterprise Service		

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Corporate Resources Overview & Scrutiny Committee	9 July 2015	Overview and Scrutiny	Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.		
Corporate Resources Overview & Scrutiny Committee	9 July 2015	Chief Executive's	REVENUE AND CAPITAL BUDGET MONITORING 2014/15 (OUTTURN) To provide Members with the final outturn position for 2014/15 for the Council Fund and Housing Revenue Account (HRA) for both Revenue and Capital.		
Corporate Resources Overview & Scrutiny Committee	9 July 2015	Chief Executive's	REVENUE BUDGET MONITORING 2015/16 To provide Members with the first available budget monitoring information for the Council Fund and Housing Revenue Account (HRA) for 2015/16.		

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Education and Youth Overview & Scrutiny Committee	9 July 2015	Education and Youth	<p>Year End Chief Officer Performance Report (Education and Youth) To note and consider the 2014/15 Year End Performance Report produced at the Chief Officer level under the adopted business model of the Council. The report covers the period January - March 2015.</p>		
Education and Youth Overview & Scrutiny Committee	9 July 2015	Education and Youth	<p>School Service Level Agreements To provide Members with the final proposals for School Service Level Agreements</p>		
Education and Youth Overview & Scrutiny Committee	9 July 2015	Education and Youth	<p>School Improvement Strategy To consider the School Improvement Strategy</p>		
Education and Youth Overview & Scrutiny Committee	9 July 2015	Education and Youth	<p>Education for All Task & Finish Group To enable the Committee to consider setting up a Education for All Task & Finish Group</p>		

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Education and Youth Overview & Scrutiny Committee	9 July 2015	Education and Youth	Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee		
Education and Youth Overview & Scrutiny Committee	9 July 2015	Overview and Scrutiny	Year End Improvement Plan Monitoring Report (Education and Youth) To note and consider elements of the 2014/15 Year End Improvement Plan Monitoring Report. The report covers the period January - March 2015.		
Cabinet	14 July 2015	People and Resources	Capital Programme 2014/15 (Outturn) To provide Members with the outturn capital programme information for 2014/15.	Operational	Leader of the Council and Cabinet Member for Finance

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Cabinet	14 July 2015	Finance	REVENUE BUDGET MONITORING 2014/15 (OUTTURN) To provide Members with the final outturn position for 2014/15 for the Council Fund and Housing Revenue Account (HRA)	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	14 July 2015	Finance	REVENUE BUDGET MONITORING 2015/16 To provide Members with the first available budget monitoring information for the Council Fund and Housing Revenue Account (HRA) for 2015/16.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	14 July 2015	Organisational Change	Play Areas: Community Asset Transfer Proposals To consider how the Council approaches Community Asset Transfers of Equipped play areas including which play areas the Council would continue to have responsibility for.	Strategic	Deputy Leader of the Council and Cabinet Member for Environment

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Cabinet	14 July 2015	Organisational Change	<p>Alternative Delivery Models: Feasibility Studies To consider the feasibility studies from a range of services and agree the way forward.</p>	Strategic	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	14 July 2015	Planning and Environment	<p>FOOD SERVICE PLAN FOR FLINTSHIRE COUNTY COUNCIL To see Member approval for the Food Service Plan for Flintshire County Council, which the Constitution Committee of the Council determined should be approved at Executive level in January 2011, as per The Framework Agreement on Official Feed and Food Controls by Local Authorities (Amendment 5 April 2010)</p>	Operational	Cabinet Member for Waste Strategy, Public Protection and Leisure

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Cabinet	14 July 2015	People and Resources	<p>Prudential Indicators - Actual 2014/15 To provide Members with 2014/15 (actual) Prudential Indicator figures as required under the Prudential Code for Capital Finance in Local Authorities (the Prudential Code).</p>	Operational	Leader of the Council and Cabinet Member for Finance
Audit Committee	15 July 2015	Organisational Change	<p>Capital Receipts and Assets To update the Audit Committee on Capital receipts and Assets.</p>		
Environment Overview & Scrutiny Committee	15 July 2015	Streetscene and Transportation	<p>Vehicle Management System Policy To seek Scrutiny comments on the adoption of a Vehicle Management System Policy.</p>		
Environment Overview & Scrutiny Committee	15 July 2015	Overview and Scrutiny	<p>Year End Improvement Plan Monitoring Report To note and consider elements of the 2014/15 Year End Improvement Plan Monitoring Report. The report covers the period January - March 2015.</p>		

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Environment Overview & Scrutiny Committee	15 July 2015	Planning and Environment	<p>Year End Chief Officer Performance Report (Planning and Environment) To note and consider the 2014/15 Year End Performance Report produced at the Chief Officer level under the adopted business model of the Council. The report covers the period January - March 2015.</p>		
Environment Overview & Scrutiny Committee	15 July 2015	Overview and Scrutiny	<p>Forward Work Programme (Environment) To consider the Forward Work Programme of the Overview & Scrutiny Committee.</p>		
Social & Health Care Overview & Scrutiny Committee	23 July 2015	Social Services	<p>CSSIW Safeguarding and Care Planning Looked After Children progress report to include update on the demands on Children's Services To receive a progress report</p>		

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Social & Health Care Overview & Scrutiny Committee	23 July 2015	Social Services	Fostering Services Inspection Report To receive a report on the CSSIW Fostering Services Inspection Report		
Social & Health Care Overview & Scrutiny Committee	23 July 2015	Social Services	Review of Adoption Services following implementation Progress report on the Adoption Services		
Social & Health Care Overview & Scrutiny Committee	23 July 2015	Overview and Scrutiny	Forward Work Programme (Social Care & Health) To consider the Forward Work Programme of the Social Care & Health Overview & Scrutiny Committee.		
August					
September					
Cabinet	15 September 2015	Community and Enterprise	Business Rates - Write Off To seek approval to write off a single business rate debt.	Operational	Cabinet Member for Corporate Management

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Cabinet	15 September 2015	Streetscene and Transportation	Review of Winter Maintenance Policy To undertake a 2 yearly review of the Winter Maintenance Policy.	Strategic	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	15 September 2015	Streetscene and Transportation	Vehicle Tracking Policy To seek Cabinet approval of the Council's Vehicle Tracking Policy	Operational	Deputy Leader of the Council and Cabinet Member for Environment
Environment Overview & Scrutiny Committee	16 September 2015	Streetscene and Transportation	Streetscene Next Steps To review the Streetscene standards (including drain cleaning policy & weeding policy, cycle path maintenance, flytipping, recycling e.g. tetrapak, etc.)		
Environment Overview & Scrutiny Committee	16 September 2015	Streetscene and Transportation	Review of Winter Maintenance To undertake a 2 yearly review of the Winter Maintenance Policy		

By virtue of paragraph(s) 15 of Part 4 of Schedule 12A of the Local Government Act 1972.

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By virtue of paragraph(s) 15 of Part 4 of Schedule 12A
of the Local Government Act 1972.

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